



Lodging Tax Advisory Committee Meeting Approved Minutes Thursday, July 10, 2025 - Executive Boardroom and Online

1. Call to Order

Chair Miller called the meeting to order at 3:00 p.m.

2. Roll Call

COMMITTEE MEMBERS PRESENT: Malcolm Miller, Chair; Ruth Weigelt and Chad Carpenter

COMMITTEE MEMBERS ABSENT: Andrew Shin

STAFF PRESENT: Shannon Kelley-Fong, Assistant City Manager; Sadie Siglin, Management Analyst; Jenny Wilson, Senior Parks Planner; and Brandy Legomina, Deputy City Clerk

3. Land Acknowledgement

Chair Miller presented the abbreviated Land Acknowledgment.

4. Approval of Agenda, Previous Meeting Minutes, and Consent Items

A. Minutes of April 17, 2025

Committee Member Weigelt moved to approve the amended agenda, to include item 6.B.--FIFA Fan Zone Update. Committee Member Carpenter seconded. The motion carried.

Committee Member Carpenter moved to approve the April 17, 2025, meeting minutes. Committee Member Weigelt seconded. The motion carried.

5. Public Comment

Verbal Public Comment

Two (2) people signed up to speak at the meeting.

Jill Barns, Washington Center for the Performing Arts, presented comments opposing proposed changes to the scoring process based on geographic restrictions.

Alison Vega, Lacey Business Owner, provided comments in support of the Washington Center for the Performing arts, as a community asset and investment for the City.

Written Public Comment

One (1) written public comment was received.

6. Business Items

A. Lacey Metropolitan Park District Presentation

Jenny Wilson, Senior Parks Planner

Wilson presented information on the proposed Lacey Metropolitan Park District (MPD). Proposition 1 is a ballot measure scheduled for the August 5, 2025, election, for registered voters within the Lacey city limits, to create an MPD. Wilson provided an overview of park acreage and development, detailed how Lacey parks are funded, provided an overview of Lacey Parks programs and events, and detailed maintenance hours. Wilson presented two main priorities of the MPD: New Park Features and Expanded Maintenance, and detailed several potential projects.

B. FIFA Fan Zone Update

Shannon Kelley-Fong, Assistant City Manager

[FIFA refers to the Fédération Internationale de Football Association, or International Association Football Federation, which organizes soccer events worldwide.]

Kelley-Fong provided an update on the FIFA Fan Zone. The 2026 FIFA World Cup will take place in Seattle as one of the host cities. Thurston County has been designated an official fan zone, where community members can watch live match broadcasts and enjoy food, music, and family-friendly entertainment. Representatives from Thurston County, the cities of Olympia, Tumwater, and Lacey and the Port of Olympia have met with the Thurston Chamber to discuss a Fan Fest event, which the Port could host at the Port of Olympia Peninsula. The Thurston Chamber created a preliminary proposal, which was presented to the Lacey City Council at their July 8, 2025, meeting. Of the \$1.5 million proposed budget, \$375,000 is being requested from each jurisdiction. Kelley-Fong presented statutory requirements for Lodging Tax funding. Discussion ensued.

C. Lodging Tax Advisory Committee Policy Review and Considerations

Sadie Siglin, Management Analyst

Siglin provided an overview of proposed policy considerations concerning award minimums, location-based limitations, preparatory event expenses, and administrative costs. The Committee discussed preparatory event expenses to include a limit of 40% of the awarded funds to be used for marketing activities and initiating administrative expenses of 5%, or up to \$40,000, of revenues based on lodging tax receipt revenues, which does not include interest or the use of reserves. Additionally, the Committee discussed recommendations that will be brought back as guidelines for setting a minimum award amount of \$5,000, align location-based minimums with existing thresholds, and capping facility expenses outside of Lacey and UGA city-limits at \$25,000.

D. Lodging Tax Advisory Committee Meeting Updates

Sadie Siglin, Management Analyst

Siglin provided an update on the schedule for upcoming Committee meetings. Meetings will be held every Thursday in September at 3:00 p.m. in the Executive Board Room.

7. Adjourn

Chair Miller adjourned the meeting at 5:03 p.m.

Approved September 4, 2025