



CLALLAM COUNTY LODGING TAX ADVISORY COMMITTEE MINUTES OF NOVEMBER 13, 2025

MEETING OF THE LODGING TAX ADVISORY BOARD (LTAC)

Chair Commissioner Johnson called the meeting to order at 2 p.m., Thursday, November 13, 2025. Also, present were Beth Pratt, Kim Reynolds, Christi Baron, Sean Coleman, Craig Jaeger, and Victoria Jones. Pamela Dahl was excused.

REQUESTS FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: Reynolds moved to adopt the agenda as presented, Coleman seconded, motion carried

PUBLIC COMMENT

- Marsha Massey, Port Angeles, shared that at the October 2025 conference, State of WA Tourism presented the 2025 Outstanding Event award to Rose Thompson for this year's Dungeness Crab Festival
- Sue Wolf, Clallam Bay, commented on the West End Youth and Community Club grant application
- Lissy Andros, Forks, commented on the West End Youth and Community Club grant application
- Caleb McMahon, Port Angeles, commented on the Port Angeles Waterfront District grant application
- Will Habel, Clallam County, commented on the Clallam County Lodging Tax signage
- Chris Smith, Sequim, commented on the Sequim Prairie Garden Club grant application

APPROVAL OF MINUTES

- September 11, 2025

ACTION TAKEN: Pratt moved to approve the minutes, Reynolds seconded, motion carried

BUSINESS ITEMS

a. Review of financial LTAC projection

Mark Lane, Chief Financial Officer, provided a financial update. LTAC Members held discussion.

b. Discussion on allocations for 2026 Hotel/Motel Funds

Commissioner Johnson provided a summary. LTAC Members held discussion. LTAC Members determined to review applications and discuss the funding amounts after all applications are reviewed.

c. Review/vote/make recommendation on 2026 Hotel/Motel Lodging Tax Funding requests

Commissioner Johnson provided a brief explanation on the review process for applications. He requested each applicant give a brief explanation of the requests submitted. LTAC Members reviewed the request amounts and provided feedback. Commissioner Johnson read the final recommended amounts into the record.

The West End Youth and Community Club, North Olympic Peninsula Railroaders, Sequim Prairie Garden Club applications were ineligible for funding

Port Angeles Waterfront District, North Olympic History Center, Clallam County Parks, Fair & Facilities and Clallam County Fair & Fairgrounds applications were not funded

Applicant

Olympic Theatre Arts
Port Angeles Marathon Association
Neah Bay Chamber of Commerce
Ghostlight Productions
Hurricane Ridge Winter Sports

Recommended Amount

\$37,463
\$45,260
\$53,810
\$17,000
\$60,000

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City of Sequim	\$5,000
Ian's Ride	\$10,000
Port Angeles Concerts on the Pier	\$12,000
Juna de Fuca Foundation	\$40,000
Lincoln Park BMX	\$35,300
GOPA	\$15,000
Dungeness Crab Festival	\$59,500
Forks Chamber of Commerce	\$65,000
Sequim Irrigation Festival	\$15,000
Top Left Trails	\$80,000
Feiro Marine Life Center	\$32,000
Washington's National Park Fund	\$15,000
North Olympic Baseball & Softball	\$27,553
Peninsula Trails Coalition Request #1	\$15,000
Peninsula Trails Coalition Request #2	\$64,000
Port Angeles Fine Arts Center	\$35,000
Olympic Peninsula Rowing Association	\$12,000
Clallam County Public Works	\$65,450
Peninsula Adventure Sports	\$12,500
Olympic Peninsula Visitor Bureau	\$850,000
Port Angeles Waterfront Center	\$321,164

ACTION TAKEN: Jaeger moved to approve the Olympic Theatre Arts funding request for \$37,463, Johnson seconded, motion carried

ACTION TAKEN: Jaeger moved to approve the Port Angeles Marathon Association funding request for \$45,260, Johnson seconded, motion carried (Jones recused)

ACTION TAKEN: Jaeger moved to approve the Neah Bay Chamber of Commerce funding request for \$53,810, Johnson seconded, motion carried

ACTION TAKEN: Jaeger moved to approve the Ghostlight Productions funding request for \$17,000, Johnson seconded, motion carried

ACTION TAKEN: Jaeger moved to approve the Hurricane Ridge Winter Sports funding request for \$60,000, Jones seconded, motion carried (Johnson recused)

ACTION TAKEN: Jaeger moved to approve the City of Sequim funding request for \$5,000, Coleman seconded, motion carried (Jones recused)

ACTION TAKEN: Jaeger moved to approve the Ian's Ride funding request for \$10,000, Coleman seconded, motion carried

ACTION TAKEN: Jaeger moved to approve the Port Angeles Concerts on the Pier funding request for \$12,000, Coleman seconded, motion carried (Reynolds recused)

ACTION TAKEN: Jaeger moved to approve the Juan de Fuca Foundation funding request for \$40,000, Jones seconded, motion carried (Reynolds recused)

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ACTION TAKEN: Jaeger moved to approve the Lincoln Park BMX funding request for \$35,300, Jones seconded, motion carried (Coleman rescued)

ACTION TAKEN: Jaeger moved to approve the GOPA funding request for \$15,000, Jones seconded, motion carried

ACTION TAKEN: Jaeger moved to approve the Dungeness Crab Festival funding request for \$59,500, Coleman seconded, motion carried (Reynolds recused)

ACTION TAKEN: Jaeger moved to approve the Forks Chamber of Commerce funding request for \$65,000, Coleman seconded, motion carried (Baron recused)

ACTION TAKEN: Jaeger moved to approve the Sequim Irrigation Festival funding request for \$15,000, Jones seconded, motion carried (Pratt rescued)

ACTION TAKEN: Jaeger moved to approve the Top Left Trails funding request for \$80,000, Coleman seconded, motion carried

ACTION TAKEN: Jaeger moved to approve the Feiro Marine Life Center funding request for \$32,000, Jones seconded, motion carried

ACTION TAKEN: Jaeger moved to approve the Washington's National Park Fund funding request for \$15,000, Jones seconded, motion carried

ACTION TAKEN: Jaeger moved to approve the North Olympic Peninsula Baseball and Softball funding request for \$27,553, Coleman seconded, motion carried

ACTION TAKEN: Jaeger moved to approve the Peninsula Trails Coalition funding request for \$15,000, Jones seconded, motion carried (Pratt rescued)

ACTION TAKEN: Jaeger moved to approve the Peninsula Trails Coalition funding request for \$64,000, Jones seconded, motion carried (Pratt rescued)

ACTION TAKEN: Jaeger moved to approve the Port Angeles Fine Arts Center funding request for \$35,000, Jones seconded, motion carried

ACTION TAKEN: Jaeger moved to approve the Olympic Peninsula Rowing Association funding request for \$12,000, Jones seconded, motion carried

ACTION TAKEN: Jaeger moved to approve the Clallam County Public Works funding request for \$65,450, Jones seconded, motion carried

ACTION TAKEN: Jaeger moved to approve the Peninsula Adventure Sports funding request for \$12,500, Jones seconded, motion carried

ACTION TAKEN: Jaeger moved to approve the Olympic Peninsula Visitor Bureau funding request for \$850,000, Jones seconded, motion carried

ACTION TAKEN: Jaeger moved to approve the Port Angeles Waterfront Center funding request for \$32,164, Jones seconded, motion carried (Reynolds rescued)

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d. Vote on LTAC Bylaw changes

Commissioner Johnson provided a brief explanation of the proposed bylaw changes.

ACTION TAKEN: Jones moved to approve the bylaw changes, Pratt seconded, motion carried

NEXT MEETING — January 8, 2026

ADJOURNMENT - Meeting concluded at 6:57 p.m.

Sue WOLF
Sue Heiny

LTAC Public
Comment
11/13/25

13 November, 2025

Greetings Members of the Clallam County LTAC,

We are here today representing the West End Youth and Community Club and encourage you to read our application which requests support for a new position in Clallam Bay and Sekiu to develop strategies for Sustainable Tourism, and provide marketing support for local businesses and nonprofits; and for operation and maintenance of the only event center in Clallam Bay and Sekiu—the Sekiu Community Center, which has been used for music performances, art shows, and tourist-events such as Salmon for Soldiers. This Center will also initially house the new position which is devoted to Sustainable Tourism.

The new position is Clallam Bay/Sekiu Director of Sustainable Tourism and is defined to fill a need for coordinating community activities in Clallam Bay and Sekiu related to tourism, planning future events, and coordinating marketing /advertising for businesses and tourist opportunities.

Among duties of a Director of Sustainable Tourism, defined on pages 2-3 of the grant application, are:

- a) Increasing visibility of tourism offerings of Clallam Bay and Sekiu by coordinating development of informational material and marketing of tourism activities with local businesses, nonprofits (e.g., Clallam Bay Slip Point Lighthouse Keepers, Clallam Bay-Sekiu Fun Days, Sunset West Co-op, Clallam Bay Visitors Center, Clallam Bay/Sekiu Lion's Club, Friends of Hoko River State Park), and the Clallam Bay/Sekiu Community Advisory Committee.
- b) Helping to support tourism promotion by partnering with Olympic Peninsula Visitors Bureau, Chambers of Commerce, State Tourism associations, International Tourism associations, Olympic National Park, Clallam County Parks, and WA State Parks, and local nonprofits supporting tourism.
- c) Providing a point of contact and connection for local businesses and organizations to share concerns, needs, and goals related to sustainable tourism;
- d) Facilitating communication, and coordinating within Clallam Bay and Sekiu among nonprofits and businesses regarding tourist-related concerns and opportunities;

- e) Facilitating planning for new events and workshops, primarily in off-season and shoulder seasons;
- f) Designing and conducting community meetings/questionnaires in conjunction with Clallam Bay/Seki Community Advisory Committee, local nonprofits (e.g., Clallam Bay Slip Point Lighthouse Keepers, Clallam Bay/Seki Lions Club, Sunsets West Co-op, Friends of the Clallam Bay Library, Clallam Bay Visitors Center, Friends of Hoko River State Park, Clallam Bay-Seki Fun Days etc.), and other organizations (e.g., Clallam County Parks) to identify a unified vision of sustainable tourism in Clallam Bay and Seki; and identify community assets and expanded services and resources needed which will benefit tourism and the local community. Initial meeting preparation will include review of needs/assets assessment, goals, visions, and projects related to tourism identified for Clallam Bay/Seki during the period from 2007 -2009 through community involvement; and
- g) Supporting grant writing for other organizations/businesses through grant review.

These duties fall within RCW 67.28.080 (i.e., developing strategies to expand tourism; advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming visitors). The event center (Seki Community Center) falls under RCW 67.28.1816 which defines the "tourism-related facility" as one which is "b) used to support tourism, performing arts, or to accommodate tourist activities". Both statutes are referenced in grant materials on p.6 to define appropriate uses of LTAC funds.

We are here to encourage you to read the application, to recognize that it meets all of the grant requirements for appropriate uses of LTAC funds, that we believe we should be considered for funding on this basis, and request your reconsideration of our application.

Thank you for your time and consideration of this matter.

Respectfully yours,



John Burdick, President
West End Youth and Community Club
PO Box 21
Seki, WA 98381-0021