MEETING MINUTES

TUMWATER LODGING TAX ADVISORY COMMITTEE
AUGUST 19, 2026

CONVENE:	11:00 a.m.
PRESENT:	Tumwater Councilmember & Committee Chair Eileen Swarthout and Committee members Satpal Sohal, LaQuinta Inn. Dave Bills, Tumwater Area Chamber of Commerce joined the meeting at 11:11 a.m. Absent: Brian Reynolds, Olympic Flight Museum Staff: Assistant City Administrator Kelly Adams, and Executive Assistant Brittaney McClanahan
WELCOME & INTRODUCTIONS:	Chair Swarthout welcomed everyone to the meeting.
PREPARATION FOR 2027 FUNDING INTERVIEWS:	Administrator Adams reviewed the Lodging Tax Advisory Committee's purpose and authority. Administrator Adams confirmed staff are working to fill the vacancy on the committee. The timeline for the 2027 Funding Awards was discussed, and the online application was reviewed. Incorporating a scoring rubric into the funding process was discussed.
UPDATE ON 2026 LTAC FUNDING PROCESS:	Administrator Adams updated on the organizations that have not completed their contracts for the 2026 LTAC Funding year.
ADJOURNMENT:	**With there being no further business, Chair Swarthout adjourned the meeting at 11:38 a.m.** Prepared by Brittaney McClanahan, Executive Assistant