

CODE

**CITY OF REDMOND  
ORDINANCE NO. 2897**

AN ORDINANCE OF THE CITY OF REDMOND, WASHINGTON, ADOPTING RMC 4.37, LODGING TAX ADVISORY COMMITTEE, CODIFYING PROVISIONS RELATING TO THE ESTABLISHMENT AND OPERATION OF THE LODGING TAX ADVISORY COMMITTEE (ORIGINALLY CREATED AS THE HOTEL-MOTEL TAX ADVISORY COMMITTEE BY RESOLUTION NO. 1082) OF THE CITY OF REDMOND; AND REPEALING RESOLUTION NO. 1082

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WHEREAS, RMC 3.36 imposes a tax on the furnishing of lodging by a hotel, rooming house, tourist court, motel, or trailer camp, and the granting of any similar license to use real property; and

WHEREAS, RCW 67.28.1817 requires cities imposing a lodging tax to create a lodging tax advisory committee to review proposed tax rates and to review applications for use of funds generated by the tax; and

WHEREAS, the Redmond City Council created a Hotel-Motel Tax Advisory Committee by the passage of Resolution No. 1082 on September 1, 1998; and

WHEREAS, the Redmond City Council now desires to codify the provisions of Resolution No. 1082 relating to the establishment and operation of the committee in the same manner as provisions relating to other City boards and commissions have been codified.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1.      Classification.      This ordinance is of a general and permanent nature and shall become a part of the City Code.

Section 2.      Adoption of Chapter.      RMC 4.37, Lodging Tax Advisory Committee, is hereby adopted to read as follows:

**Chapter 4.37**  
**LODGING TAX ADVISORY COMMITTEE**

**Sections:**

- 4.37.010    **Committee established - Membership**
- 4.37.020    **Rules of procedure.**
- 4.37.030    **Authority of committee.**
- 4.37.040    **Meetings and staffing.**

**4.37.010    Committee established - Membership.**

(A)    There is hereby created a City of Redmond Lodging Tax Advisory Committee, to serve the functions prescribed by RCW 67.28.1817, as said statute now exists or as hereafter amended.

(B)    The Committee shall consist of the following members, who shall be appointed by the City Council: one member shall be a member of the City Council, who shall serve as chair, at least two members shall be representatives of businesses required to collect the tax authorized by RMC 3.36, and at least two members shall be persons involved in activities authorized to be funded by the tax.    The City Council may expand the

membership of the Committee by appointing additional members to the Committee at any time, provided that the number of members who are representatives of businesses required to collect the tax and the number of members who are persons involved in activities authorized to be funded by the tax shall always remain equal.

(C) The regular term of office for committee positions shall be for four years. The terms of the first committee members appointed under this chapter shall be staggered as follows: four members shall be appointed for initial terms of four years and three members shall be appointed for initial terms of two years. All appointments and reappointments thereafter shall be for four years. Members appointed to fill a vacancy shall serve for the duration of the unexpired term. No member shall serve more than two consecutive terms. An appointment to serve an unexpired term of two years or less shall not count towards the two consecutive terms limit. Each member shall hold office until a successor is appointed and confirmed even if after the end of the term. The expiration date for all terms shall be March 31st of the applicable year.

**4.37.020 Rules of procedure.**

(A) The Committee shall adopt procedural rules governing the transaction of its business. The rules shall include provisions for the date, time and place of regular meetings of the Committee. Provisions shall be made for maintaining minutes of Committee meetings and records of all Committee reports, conclusions and recommendations. The procedures shall address receipt and processing of citizen proposals and requests. Each member of the Committee, including the chair, shall be entitled to one vote on Committee recommendations to the City Council.

**4.37.030 Authority of Committee.**

(A) The Lodging Tax Advisory Committee shall review and provide comments on proposals submitted by the City Council related to:

- (1) The imposition of the lodging tax authorized by Chapter 67.28 RCW and RMC 3.36;
- (2) The rate of the tax and the use of revenues generated by the tax;
- (3) Any increase in the rate of the tax;
- (4) Repeal of any exemption from the tax; or

(5) A change in the use of the revenue received from the tax.

(B) The City Council shall submit a proposal under this section to the Committee at least 45 days before taking final action on any such proposal. Comments by the Committee should include an analysis of the extent to which the proposal will accommodate activities for tourists or increase tourism, and the extent to which the proposal will affect the long-term stability of the fund created under RCW 67.28.1815 and RMC 3.36.040.

(C) Failure of the Committee to submit comments before final action on or passage of the proposal shall not prevent the City Council from acting on the proposal. The City Council is not required to submit an amended proposal to the Committee under this section.

**4.37.040 Meetings and staffing.**

(A) The Lodging Tax Advisory Committee shall meet regularly on a date, time and place to be established by the Committee. Committee meetings shall be open to the public and written meeting minutes shall be maintained and made available to the public upon approval of the minutes by the Committee.

(B) The Mayor's office shall provide administrative and staff services for the Committee.


(C) The Committee shall make a report to the City Council at least annually and shall timely provide its comments and analysis of proposals submitted under RMC 4.37.030 as provided in that section.

Section 3.      Repeal of Resolution.      Resolution No. 1082 is hereby repealed.

Section 4.      Effective Date.      This ordinance shall become effective five days after its publication, or publication of a summary thereof, in the City's official newspaper, or as otherwise provided by law.

ADOPTED by the Redmond City Council this 7<sup>th</sup> day of November,  
2017.

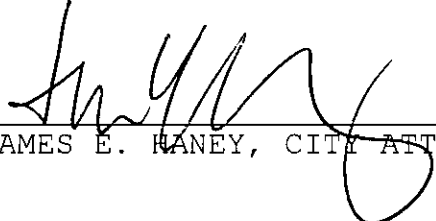
CITY OF REDMOND

  
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JOHN MARCHIONE, MAYOR

ATTEST:

  
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MICHELLE M. HART, MMC, CITY CLERK (SEAL)

APPROVED AS TO FORM:

  
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JAMES E. HANEY, CITY ATTORNEY

FILED WITH THE CITY CLERK:      October 17, 2017  
PASSED BY THE CITY COUNCIL:      November 7, 2017  
SIGNED BY THE MAYOR:              November 9, 2017  
PUBLISHED:                              November 13, 2017  
ORDINANCE NO. 2897

YES: BIRNEY, CARSON, MARGESON, PADHYE, SHUTZ, STILIN