



**2016 Port Townsend Lodging Tax Advisory Committee  
Special 2017 Budget Meeting**

**Thursday, November 10, 2016  
3 to 4:30 p.m.**

**City Hall, 250 Madison St., 3<sup>rd</sup> Floor Conference Room**

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|----|---|--------|
| 1. | Call to Order, Chair Update—Michelle Sandoval                                   | 5 min  |
| 2. | Approval of August 25, 2016 minutes from Special Meeting                        | 5 min  |
| 3. | Roundtable updates from committee members                                       | 30 min |
| 4. | Marketing update – Christina Pivarnik<br>Holiday and Winter Marketing Campaigns | 5 min  |
| 5. | Draft budget for 2016 – David Timmons   | 60 min |
|    | a. Budget overview  |        |
|    | b. Tourism Marketing & Promotion Budget – Christina Pivarnik                    |        |
|    | c. Fort Worden PDA Proposal – Todd Gubler                                       |        |
| 6. | 2017 budget recommendation from LTAC – Michelle Sandoval                        | 5 min  |

Hand-outs include:

- Minutes from August 25, 2016 Special LTAC Meeting
- Marketing Report
- 2016 YTD Financials
- 2016 Advertising Detail
- Visitor Info Center Report
- Web stats
- Winter Campaign Synopsis
- Draft 2017 LTAC Budget
- Draft 2017 Advertising Detail
- Fort Worden PDA Proposal for 2017

Next meetings in 2017: January 10, April 11, July 11 and October 10, 3 to 5 p.m.  
Mark your calendars and save the dates!