An Ordinance of the Pierce County Council Creating a Pierce County Tourism Promotion Area (TPA) and Imposing a Special Assessment on the Operators of Lodging Businesses within the TPA Pursuant to Chapter 35.101 Revised Code of Washington (RCW); Adopting a New Chapter 4.18 of the Pierce County Code (PCC), "Tourism Promotion Area Special Assessment"; Creating a "Tourism Promotion Area Fund" and Amending Chapter 4.48 PCC, "County Funds"; Creating the "Tourism Promotion Area Hotel Commission" and Adopting a New Chapter 2.91 PCC; and Setting an Effective Date for the Special Assessment.

Whereas, the Washington State Legislature has recognized the importance of tourism in the State of Washington and passed Engrossed Substitute Senate Bill No. 6026 which is codified as the Tourism Promotion Area Act, Chapter RCW 35.101, which authorizes the establishment of a Tourism Promotion Area (TPA) to levy special assessments to fund tourism promotion as defined therein; and

Whereas, a petition requesting the creation of a TPA bearing the signatures of people who represent at least 60 percent of the hotel rooms that would be subject to a special assessment was presented to the Pierce County Council; and

Whereas, the Pierce County Council held a public hearing at 3:00 p.m. on June 9, 2009, at the Pierce County Council Chambers, located in Room 1045, County-City Building, 930 Tacoma Avenue South, Tacoma, WA 98402, regarding the creation of a Tourism Promotion Area and subsequently passed Resolution No. R2009-32 declaring the Council's intention to create a Tourism Promotion Area; and
DISTRIBUTION:

- Pat McCarthy, County Executive
- Pierce County Library
- Municipal Research and Services Center
- Law Library
- State Examiner
- Susan Long, Code Revisor
- Linda Medley, Legal Clerk
- Council Record Book
- Denise Dyer, Economic Development Division
- Rob Allen, Economic Development Division

Date/initials:

1/11/2010 jms
Whereas, an Interlocal Agreement, pursuant to RCW 39.34 and RCW 35.101, regarding the creation of a Tourism Promotion Area, has been adopted by Pierce County and all of the Cities in Pierce County with hotels that would be subject to a special assessment, including the Cities of DuPont, Fife, Gig Harbor, Lakewood, Puyallup, Sumner, and Tacoma; and

Whereas, the Interlocal Agreement for Establishment of a Pierce County Tourism Promotion Area specifies the areas to be included within the TPA, the various zones within the TPA as authorized by RCW 35.101.050, the amount of the special assessment to be charged within each zone and allowable uses for revenues derived from the special assessment; and

Whereas, the Pierce County Council, pursuant to Section 2.20(1)(b) of the Pierce County Charter, has the authority to create a new County fund; and

Whereas, the Interlocal Agreement for Establishment of a Pierce County Tourism Promotion Area specifies that Pierce County will establish a Pierce County Tourism Promotion Area Hotel Commission (TPA Commission) whose members shall be selected by the Pierce County Council from a list of nominees prepared by the Pierce County Lodging Association and who will provide recommendations to the Pierce County Council on proposed uses and projects of the Pierce County TPA; and

Whereas, the Interlocal Agreement for Establishment of a Pierce County Tourism Promotion Area specifies that a destination marketing organization will be designated as the Tourism Promotion Area Manager (TPA Manager) to administer the operation of the TPA; and

Whereas, the Pierce County Council finds that creation of a Tourism Promotion Area will benefit the citizens of Pierce County; Now Therefore,

BE IT ORDAINED by the Council of Pierce County:

Section 1. The Pierce County Tourism Promotion Area is hereby created to provide revenue to fund tourism promotion that will benefit the operators of lodging businesses in, and the tourism industry of, unincorporated Pierce County and the Cities within Pierce County. A new Chapter 4.18 of the Pierce County Code imposing a special assessment on the operators of lodging businesses, as defined by RCW 35.101.010 (3) and the Interlocal Agreement for Establishment of a Tourism Promotion Area, is hereby adopted as set forth in Exhibit A, which is attached hereto and incorporated herein by reference.

Section 2. The Tourism Promotion Area Fund is hereby created for the purpose of funding tourism promotion in Pierce County. All funds raised as a result of the TPA Special Assessment imposed under this act shall be placed in such fund for the purpose of funding tourism promotion. Said funds shall be subject to appropriation by the Pierce County Council after considering the recommendations made by the Pierce County Tourism Promotion Area Hotel Commission. Chapter 4.48 of the Pierce County Code is

Ordinance No. 2009-110s
Page 2 of 4
Pierce County Council
930 Tacoma Ave S, Rm 1046
Tacoma, WA 98402
hereby amended as set forth in Exhibit B, attached hereto and incorporated herein by reference.

Section 3. A new Chapter 2.91 of the Pierce County Code creating the "Tourism Promotion Area Hotel Commission" (TPA Commission) is hereby adopted as set forth in Exhibit C, which is attached hereto and incorporated herein by reference. The TPA Commission will advise the Pierce County Council on the operation of the TPA and the expenditure of Special Assessment revenues to fund tourism promotion within Pierce County.

Section 4. Pierce County will contract with a non-profit tourism destination marketing organization to serve as the Tourism Promotion Area Manager, pursuant to RCW 35.101.130 and the Interlocal Agreement for Establishment of a Pierce County Tourism Promotion Area.

A. Pierce County will contract with the TPA Manager for the administration of the TPA, and compensation for services of the TPA Manager will be drawn from revenues derived from the TPA Special Assessments and deposited in the Tourism Promotion Area Fund created in Section 2 of this act. The TPA Manager shall comply with all applicable provisions of law, including RCW 35.101 et seq. and with all Pierce County resolutions and ordinances as well as with all laws and regulations lawfully imposed by Pierce County Budget and Finance, the state auditor and other state agencies.

B. The TPA Manager will be responsible for administering the activities and programs of the TPA. The TPA Manager will prepare the Annual Budget for the TPA, as set forth in PCC 2.91 created in Section 3 of this act, to be reviewed and approved by the TPA Commission and submitted to the Pierce County Council for final approval. The TPA Manager shall also staff the TPA Commission and assist it in developing a business plan and determining what activities and programs to recommend for funding from the TPA Special Assessments.

C. The TPA Manager will submit to and pay for an annual audit of the TPA Program by the Washington State Auditor's Office. Revenue derived from the TPA Special Assessment may be used to pay for the annual audit.

Section 5. Any costs incurred by Pierce County directly resulting from the operation, administration or oversight of the TPA, the TPA Commission, the TPA Manager or the TPA Special Assessments may be reimbursed to Pierce County from the TPA Special Assessments.
Section 6. The Special Assessments imposed by PCC 4.18 shall become effective on April 1, 2010.

PASSED this 12th day of January, 2010.

ATTEST:

PIERCe COUNTY COUNCIL
Pierce County, Washington

Denise D. Johnson
Clerk of the Council

Roger Bush
Council Chair

Pat McCarthy
Pierce County Executive

Approved this 13th day of January, 2010.

Date of Publication of Notice of Public Hearing: December 16, 2009

Effective Date of Ordinance: April 1, 2010
"New Chapter"

Chapter 4.18

TOURISM PROMOTION AREA SPECIAL ASSESSMENT

Sections:

4.18.010 Fee Imposed.
4.18.020 Area Included.
4.18.030 Zones and Special Assessments.
4.18.040 Collection.
4.18.050 Use of Revenues.
4.18.060 Effective Date.

4.18.010 Fee Imposed.

Pursuant to RCW 35.101 a special assessment for the furnishing of lodging is imposed on operators of lodging businesses taxable by the state under chapter 82.08 RCW that have forty or more lodging units.

4.18.020 Area Included.

The area within the TPA includes all of unincorporated Pierce County and the area within the incorporated city limits of the cities of DuPont, Fife, Gig Harbor, Lakewood, Puyallup, Sumner and Tacoma.

4.18.030 Zones and Special Assessments.

A. The Zones and Special Assessments (TPA Special Assessments) to be imposed on the operators of lodging businesses, as defined by RCW 35.101.010 (3) and the Interlocal Agreement for Establishment of a Tourism Promotion Area, are as follows:

<table>
<thead>
<tr>
<th>ZONE</th>
<th>Description</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Tacoma</td>
<td>$1.50 per occupied room/day</td>
</tr>
<tr>
<td>B</td>
<td>Lakewood, Puyallup</td>
<td>$1.00 per occupied room/day</td>
</tr>
<tr>
<td>C</td>
<td>DuPont, Fife, Gig Harbor, Sumner, Pierce County</td>
<td>$0.50 per occupied room/day</td>
</tr>
<tr>
<td>D</td>
<td>Zone D</td>
<td>$0.00 per occupied room/day</td>
</tr>
</tbody>
</table>

1. **Zone A.** Zone A encompasses those lodging businesses located within the area of the incorporated city limits of the City of Tacoma.
2. **Zone B.** Zone B encompasses those lodging businesses located within the area of the incorporated city limits of Puyallup and Lakewood.
3. **Zone C.** Zone C encompasses all lodging businesses located outside Zones A and B, but within the unincorporated area of Pierce County or within the area of the incorporated city limits of Gig Harbor, DuPont, Fife and Sumner.
4. **Zone D.** Zone D encompasses lodging businesses located within the Tourism Promotion Area, as that term is addressed in WAC 458-20-166 as it presently exists or may be
hereinafter amended, other than hotels, motels, and bed and breakfast facilities. Lodging businesses within this zone, as addressed in WAC 458-20-166, would include only:

a. Trailer camps and recreational vehicle parks which charge for the rental of space to transients for locating or parking house trailers, campers, recreational vehicles, mobile homes, and tents;

b. Educational institutions which sell overnight lodging to persons other than students;

c. Private lodging houses, dormitories and bunkhouses operated by or on behalf of businesses and industrial firms or schools solely for the accommodation of employees of such firms or students which are not held out to the public as a place where sleeping accommodations may be obtained; and

d. Guest ranches or summer camps which, in addition to supplying meals and lodging, offer special recreational facilities and instruction in sports, boating, riding and outdoor living.

B. The TPA Special Assessments imposed under this section are not a tax on the “sale of lodging” for the purposes of RCW 82.14.410.

C. The charges imposed under this Section are in addition to the special assessments that may be levied under RCW 35.87A.

4.18.040 Collection.

Pierce County will contract with the Washington State Department of Revenue, pursuant to RCW 35.101.090, who shall administer the TPA Special Assessments authorized under this section and shall deposit the TPA Special Assessments collected into the local tourism promotion account created in the custody of the state treasurer under RCW 35.101.100. The State Treasurer has the authority to distribute the money from the tourism promotion account to Pierce County on a monthly basis.

4.18.050 Use of Revenues.

Revenues derived from TPA Special Assessments imposed under this section shall be used only for the following purposes:

A. The general promotion of tourism within Pierce County as specified in the TPA business plan to be adopted annually; and

B. The marketing of convention and trade shows that benefit local tourism and the lodging businesses in the Pierce County Tourism Promotion Area; and

C. The marketing of Pierce County to the travel industry in order to benefit local tourism and the lodging businesses in the Pierce County Tourism Promotion Area; and

D. The marketing of Pierce County to recruit sporting events in order to promote local tourism and to benefit the lodging businesses and tourism industry within the Pierce County Tourism Promotion Area; and

E. Direct administration costs associated with management and maintenance of the TPA program, including but not limited to staff costs, public notice advertising, accounting and auditing, as approved by the TPA Hotel Commission and the Pierce County Council, provided no funds will be used for the general operations of the TPA Manager or other costs not directly related to operation of the Tourism Promotion Area.

4.18.060 Effective Date.

The effective date of the special assessment herein imposed at Section 4.18.010 shall be March 1, April 1, 2010.
448.020 Special Revenue Funds.

Pierce County's Special Revenue Funds include but are not limited to the following:

A. Community Block Grant Fund No. 134. There is created a special fund known as the "Community Development Block Grant Fund No. 134" for the purpose of receipting and expending monies for community development programs within Pierce County as developed by the Housing and Community Development Act of 1974.

B. County Fair Fund. There is created a fund entitled "County Fair Fund" into which shall be deposited all funds received by the Pierce County Fair Association for conducting the Pierce County Fair.

C. Drug Investigation Fund No. 122.
   1. Creation. The Pierce County Sheriff is authorized to accept funds for Drug Investigation Fund No. 122, as funds are available from the Pierce County Superior Court or any other municipality or court, or as any person or organization shall tender, to be spent for the purpose of investigation and apprehension of persons involved in the illegal sale, possession, or distribution of drugs or controlled substances. Such monies shall be used to purchase controlled substances or drugs for use in criminal prosecutions, as well as for such other expenses as the Sheriff shall determine are reasonable and necessarily incident thereto.
   2. Bookkeeping and Accounting. The Pierce County Sheriff shall be responsible for the implementation and maintenance of such bookkeeping and accounting as will, at a minimum, record the following:
      a. The advancement of funds to particular persons for potential use;
      b. The actual use of funds advanced;
      c. The recovery of funds spent, if any;
      d. The return of funds advanced but not expended. The status of the funds shall be reported quarterly in writing to the Pierce County Prosecutor and shall be subject to audit.

D. Planning Service Area Fund No. 128. There is created a special revenue fund known as the Planning Service Area Fund. All revenues received from the State under Grant Award No. 2-A shall be placed in this fund for expenditure for planning and administrative services to the Area Agency on Aging.

E. Stadium, Convention, and Tourist Attraction Facilities Fund. There is created a special fund known as the Stadium, Convention, and Tourist Attraction Facilities Fund for the purpose of paying all or any part of the cost of acquisition, construction, or operation of stadium facilities, convention center facilities, or to pay or secure the payment of all or any portion of the general obligation bonds or revenue bonds issued for the purposes of specified herein, and to pay for advertising, publicizing, or otherwise distributing information to attract visitors and encourage tourist expansion. Any monies accumulated in this fund may be invested in interest-bearing securities by the Director of Budget and Finance in any manner authorized by law.

F. Visitor and Convention Promotion Fund. There is created a special fund known as the Visitor and Convention Promotion Fund, into which all sums received as a result of the levy under Pierce County Code § 4.16.010 B. shall be paid. Such sums as are deposited in this fund shall be used only for the purpose of visitor and convention...
promotions and development. Any monies accumulated in this fund may be invested in interest-bearing securities by the Director of Budget and Finance in any manner authorized by law.

G. Tourism Promotion and Capital Facilities Fund. Effective January 1, 1998, there is hereby created a special fund in the treasury of Pierce County to be known as the Tourism Promotion and Capital Facilities Fund. All funds raised as a result of the excise tax imposed on the sale or charge made for the furnishing of lodging by a hotel, motel or trailer camp pursuant to Chapter 4.16 PCC shall be placed in such fund for the purpose of funding tourism promotion or tourism-related capital facilities. Said funds shall be subject to appropriation by the Pierce County Council after considering the recommendations made by the Lodging Tax Advisory Committee. Until January 1, 1998, revenue collected pursuant to Chapter 4.16 PCC shall be deposited in existing funds established under PCC 4.48.020 E. and F.

H. Tourism Promotion Area Fund. There is created a special revenue fund known as the Pierce County Tourism Promotion Area Fund. All funds raised as a result of the special assessment imposed on the sale or charge made for the furnishing of lodging pursuant to Chapter 4.18 PCC shall be placed in such fund for the purpose of funding tourism promotion. Said funds shall be subject to appropriation by the Pierce County Council after considering the recommendations made by the Pierce County Tourism Promotion Area Hotel Commission.

HJ. Pierce County Community Action Agency Fund. There is created a special revenue fund known as the Pierce County Community Action Agency Fund. All expenses incidental to the operation of the Pierce County anti-poverty programs shall be paid from this Fund. All reimbursements from the Federal anti-poverty programs advanced shall be deposited in this Fund.

I. Antiprofiteering Revolving Fund.

1. Creation. There is hereby created a fund to be known as the Antiprofiteering Revolving Fund.

2. Deposits. The Pierce County Department of Budget and Finance shall establish a fund account. Accounting procedures authorized by law shall apply to said fund.

3. Appropriation. The Prosecuting Attorney shall include an appropriation request covering the Antiprofiteering Revolving Fund in her or his annual budget request. Supplemental appropriations may be requested in the event of receipt of unanticipated revenue during the budget year.

4. Disbursements. Disbursements from the Antiprofiteering Revolving Fund shall be on authorization from the Prosecuting Attorney.

5. Administration. The Antiprofiteering Revolving Fund shall be administered by the Prosecuting Attorney under the conditions and for the purpose as hereinafter set forth and following all standard County fiscal policies and procedures.

6. Purpose. The monies in the Antiprofiteering Revolving Fund shall be used for the investigation and prosecution of any offense which is prima facie cognizable under the statutory definition of criminal profiteering, including civil remedies pursuant to Chapter 9A.82 RCW as now existing or hereafter amended.

7. Jurisdiction. The monies in the Antiprofiteering Revolving Fund shall be used by the Prosecuting Attorney for the investigation and prosecution of any offense which is prima facie cognizable under RCW 9A.82 which occurs within the jurisdiction of the Prosecuting Attorney as provided by court rule and/or state or federal laws.
8. **Conditions.**
   a. Any prosecution and investigation costs, including attorney's fees, together with any monetary penalties awarded under RCW 9A.82 recovered for the State by the Prosecuting Attorney as a result of enforcement of civil and/or criminal statutes pertaining to any offense included in the definition of criminal profiteering in Chapter 9A.82 RCW as now existing or hereafter amended, whether by final judgment, settlement, or otherwise, shall be deposited, as directed by a court of competent jurisdiction, in the Antiprofiteering Revolving Fund.
   b. In an action brought by the Prosecuting Attorney on behalf of the County under RCW 9A.82.100(1)(b)(i) in which the County prevails, any payments ordered in excess of the actual damages sustained shall be deposited in the Public Safety and Education Account in the State General Fund. Actual damages sustained include damages and costs of suit, together with reasonable investigative costs and attorney's fees.

9. **Fund Maximum.** The maximum level of monies which may be maintained in the Antiprofiteering Revolving Fund shall be $175,000.00.

10. **Excess Monies.** In the event monies in the Antiprofiteering Revolving Fund exceed the prescribed maximum level, excess monies shall be transferred to the County's Current Expense Fund. The computation to determine whether an excess exists shall take into account and allow credit for any expenses which have accrued but have not yet been charged against the fund as of the date the computation is made.

11. **Construction.** This subsection H. shall be liberally interpreted and construed to secure the public safety and the rules of strict construction shall not apply.

12. **Severability.** If any subpart, sentence, clause, or phrase of this subsection H., or amendment thereto, or its application to any person or circumstance is held invalid, the remainder or application to other persons or circumstances shall not be affected.

**JK. Conservation Futures Fund.**

1. **Fund Established.** A special fund is hereby established, pursuant to RCW 84.34.240, which shall be known as the Conservation Futures Fund and to which shall be credited all taxes levied pursuant to PCC Chapter 4.14.

2. **Use of Fund.**
   a. Amounts placed in the Conservation Futures Fund shall be used solely to acquire rights and interests in open space land, wetlands, habitat areas, farm, agricultural and timber lands, and to protect, preserve, maintain, improve, restore, limit the future use of, or otherwise conserve the property for public use or enjoyment.
   b. The Fund Manager shall not allow the withdrawal of any monies deposited in the Conservation Futures Fund unless a withdrawal is authorized by a Resolution from the Pierce County Council; PROVIDED, the Fund Manager is, without Council approval, authorized to make withdrawals of Conservation Futures Funds for the sole purpose of paying for the notice requirements contained in PCC Chapter 2.94.
   c. Until withdrawn for such use, the monies accumulated in the Conservation Futures Fund may be invested in interest-bearing securities by the Conservation Futures Fund Manager in any manner authorized by law. All principal amounts and interest accrued from the investment of Conservation Futures Fund monies under this Section shall be re-depositied into the Conservation Futures Fund.
3. **Fund Manager.** The Director of the Budget and Finance Department shall be the Conservation Futures Fund Manager.

4. **Severability.** If any provision of this subsection or its application to any person or circumstance is to be held invalid, the remainder of this subsection or its application to other persons or circumstances is not affected.

**KL. Marriage License Family Services Fee Account.**

1. **Account Established.** A special account is hereby established which shall be known as the Marriage license Family Services Fee Account and to which shall be credited all fees collected pursuant to PCC 4.52.010.

2. **Use of Account.**
   a. Amounts placed in the Marriage License Family Services Fee Account shall be used to fund family services such as issues related to domestic violence as directed by the Pierce County Council.
   b. The Director of Budget and Finance shall not allow the withdrawal of any monies deposited in the Marriage License Family Services Account unless authorized by an ordinance from the Pierce County Council or the annual budget.
   c. Monies accumulated in the Marriage License Family Services Fee Account may be invested in interest bearing securities in any manner authorized by law. All interest accrued from the investment of monies contained in the Account shall be re-deposited into the Marriage License Family Services Fee Account.

**LM. Regional Support Network Fund.** There is created a special revenue fund known as the Regional Support Network Fund to account for all the revenues associated with the Regional Support Network (RSN) and all the expenditures related to RSN activities.
Chapter 2.91

TOURISM PROMOTION AREA HOTEL COMMISSION.

Sections:
2.91.010 Created.
2.91.020 Purpose.
2.91.030 Composition.
2.91.040 Appointments.
2.91.050 Membership – Terms of Office.
2.91.060 Vacancies for Voting Members.
2.91.070 Removal from Office.
2.91.080 Officers.
2.91.090 Rules and Records.
2.91.100 Quorum.
2.91.110 Voting.
2.91.120 Open Public Meetings.
2.91.130 Duties – Recommendations.

2.91.010 Created.
The Pierce County Tourism Promotion Hotel Commission (hereinafter “TPA Commission”) is hereby created to advise the County Council pursuant to RCW 35.101.130.

2.91.020 Purpose.
The TPA Commission shall serve in an advisory capacity to the County Council on the expenditure of Special Assessment revenues to fund tourism promotion within Pierce County.

2.91.030 Composition.
The TPA Commission shall consist of eleven voting members, as set forth below:
A. Three members representing Tacoma;
B. Two members representing Fife;
C. One member each representing DuPont, Gig Harbor, Lakewood, Pierce County, Puyallup, and Sumner;
The TPA Commission may also include up to one ex officio member from the members of the Pierce County Council or Pierce County at large, and up to four ex officio members from the cities located in Pierce County that are participating in the interlocal agreement. The ex-officio members of the TPA Commission may participate in all discussions regarding proposed activities and programs that are funded by the Pierce County Tourism Promotion Area for the promotion and marketing of tourism within Pierce County, but shall not have voting rights.

Members of the TPA Commission shall serve without compensation.
2.91.040 **Appointments.**

The members of the TPA Commission shall be appointed by the Pierce County Executive, subject to confirmation by the Pierce County Council, pursuant to Section 3.30 of the Pierce County Charter. TPA Commission members shall be appointed from a list of nominees prepared by the Pierce County Lodging Association or successor organization. All nominees for membership on the TPA Commission must be operators of lodging businesses within Pierce County which are subject to the TPA Special Assessment imposed under Title 4.18 PCC, or employed by the operator of such a lodging business.

2.91.050 **Membership - Terms of Office.**

The initial members of the Pierce County Tourism Promotion Area Hotel Commission shall serve staggered terms as follows:

A. Four members shall serve for three years;

B. Four members shall serve for two years;

C. Three members shall serve for one year;

The length of the term for each individual member of the initial TPA Commission shall be specified in the appointment resolution. Thereafter, all members subsequently appointed shall serve for three-year terms. Members of the TPA Commission shall be limited to two consecutive full terms pursuant to Section 3.30 of the Pierce County Charter.

2.91.060 **Vacancies for Voting Members.**

TPA Commission vacancies occurring for any reason shall be filled by appointment for the unexpired term or, if occurring on the termination of a regular term, the successor shall be appointed for a full term. Appointments to vacancies shall be pursuant to PCC 2.91.030. The appointed member or members shall be chosen from a list of nominees prepared by the Pierce County Lodging Association or successor organization within thirty days from the date the vacancy occurs. The appointed member should be from the city in which the vacancy occurs. In the event there are no suitable candidates in a participating city, the seat may be filled by another operator from a lodging business within Pierce County through the remainder of the term.

2.91.070 **Removal from Office.**

The Executive may remove any appointed member of the TPA Commission for inefficiency, neglect of duty, malfeasance, or three unexcused absences in one year.

2.91.080 **Officers.**

When the TPA Commission has been duly created and appointed, the members may elect a Chair, Vice Chair, and Secretary.

2.91.090 **Rules and Records.**

The TPA Commission shall adopt rules of procedure and shall keep a written summary of TPA Commission business transactions. A current copy of the rules shall be provided to the County Council and the County Executive.

2.91.100 **Quorum.**

One member over one-half of the appointed voting members shall constitute a quorum for the purpose of conducting TPA Commission business.
2.91.110 Voting.
Each appointed member of the TPA Commission shall be entitled to one vote on any matter duly before the TPA Commission. An action taken by a simple majority of members present at a meeting of the TPA Commission shall constitute a recommendation, pursuant to PCC 2.91.130, provided that a quorum is present. All votes must be polled and recorded.

2.91.120 Open Public Meetings.
All meetings of the TPA Commission shall be open to the public pursuant to the Open Public Meetings Act, RCW 42.30.

2.91.130 Duties – Recommendations.
The Pierce County Tourism Promotion Area Hotel Commission will advise the Pierce County Council on the operation of the TPA and the expenditure of Special Assessment revenues to fund tourism promotion within Pierce County.

The TPA Commission will annually adopt a business plan and provide recommendations to the Pierce County Council on proposed uses and projects of the TPA, and on modifications to the operations of the TPA that would be beneficial for the effective and efficient functioning of the TPA and to tourism promotion within Pierce County.

The TPA Commission will report to the Pierce County Council on the previous year’s operations of the TPA and propose an annual budget for the following year on or before July 31st of each year, except in the first year after creation of the TPA the report on operations is not required and the budget shall be submitted as soon as practicable, provided no funds shall be expended prior to approval of the TPA budget by the Pierce County Council. The annual budget presented to Council for the TPA shall consist of:

A. A list of the lodging businesses subject to TPA Special Assessments and an estimate of the revenue to be received from all such lodging businesses; and

B. An auditable budget statement detailing all proposed TPA activities, programs, expenditures and revenues recommended by the TPA Commission to be funded from TPA Special Assessments and fund balances during the ensuing fiscal year.