

**CITY OF TRUTH OR CONSEQUENCES
LODGERS TAX ADVISORY BOARD
SPECIAL MINUTES
TUESDAY, APRIL 13, 2021**

SPECIAL MEETING

Special meeting of the Lodgers Tax Advisory Board of the City of Truth or Consequences, New Mexico to be held in the City Commission Chambers, 405 W. Third, Truth or Consequences, New Mexico, on Tuesday, April 13, 2021 at 2:00 pm.

CALL TO ORDER:

The meeting was called to order by Chairman Foerstner.

ROLL CALL:

Jake Foerstner, Chairman
Linda De Marino, Member
Teresa King, Member
Gina Kelley, Member

ALSO PRESENT:

Kristin Saavedra, Chief Procurement Officer/Administrative Assistant
Angela A. Torres, CMC City Clerk-Treasurer
Dawn C. Barclay, Deputy City Clerk

1. APPROVAL OF AGENDA:

Member King made a motion to approve the agenda. Member De Marino seconded the motion. Motion carried unanimously.

2. DISCUSSION/ACTION: Lodgers Tax Application Changes.

2021-2022 LODGERS TAX GRANT APPLICATION

Chairman Foerstner made a suggestion to adopt Member Kelley and Member De Marino's form called "2021-2022 Lodgers' Tax Grant Application" that was submitted at the LTAB WORKSHOP on 4/13/2021 to include minor changes to the form noted in the LTAB workshop minutes.

Member King made a motion to approve Chairman Foerstner's suggestion. Member De Marino seconded the motion. Motion carried unanimously.

3. DISCUSSION/ACTION: FY 21/22 Application Process.

COUNTY REPORT SAMPLE

Member Kelley made a suggestion to adopt the same format the County uses to report budget and revenue for Lodgers Tax along with the formula 60-40. It will be submitted to the board bi-monthly, with stated changes noted from the LTAB WORKSHOP on 4/13/2021.

Member De Marino made a motion to approve. Member King seconded the motion. Motion carried unanimously.

CHECKLIST FOR CITY WEBSITE

Member Kelley made a suggestion to adopt the form called "Lodgers Tax Procedure for Applicants Checklist" with additional adjustments that were stated at the LTAB WORKSHOP on 4/13/2021.

Member King made a motion to approve Member Kelley's suggestion with adjustments. Member De Marino seconded the motion. Motion carried unanimously.

LODGERS TAX REIMBURSEMENT REQUEST

Member King made a motion to adopt the form called "Lodgers Tax Reimbursement Request" with additional adjustments to the form that were stated at the LTAB WORKSHOP on 4/13/2021.

Member King made a motion to approve form called "Lodgers Tax Reimbursement Request" with changes. Member Kelley seconded the motion. Motion carried unanimously.

LODGERS TAX AWARD TRACKING SHEET

Board discussed and adopted a new way to help track award funding. The new form would be called the "Lodgers Tax Award Tracking Sheet". Information from this form will be inputted and kept in a digital formatted document.

Member De Marino made a motion to adopt form "Lodgers Tax Award Tracking Sheet" with the incorporated changes Member Kelley will make. Member King seconded the motion. Motion carried unanimously.

4. DISCUSSION/ACTION: Recommendations to the LTAB for proposed changes to the "Lodgers Tax Funding Guideline's Approved by the city commission 3/31/2019".


Board discussed with Chief Procurement Officer Saavedra about revamping the layout of the existing "word.doc" for the Lodgers Tax Guidelines. They decided not to rule at this time and wait for the new layout format to be presented at the next meeting.

Member De Marino made a motion to table until next meeting. Member King seconded the motion. Motion carried unanimously.

5. ADJOURNMENT:

There being no further business to come before the Lodger's Tax Advisory Board, Chairman Foerstner requested for a motion to adjourn meeting. Member King motioned to adjourn the meeting. Member De Marino seconded the motion. Motion carried unanimously. The meeting was adjourned.

PASSED AND APPROVED ON THIS 24th DAY OF MAY 2021.



Jake Foerstner, Chairman
Lodger's Tax Advisory Board

Gina Kelley
Vice Chairman