

# **MONROE LODGING TAX ADVISORY COMMITTEE MINUTES OCTOBER 5, 2016**

## **CALL TO ORDER AND ROLL CALL**

The October 5, 2016, Lodging Tax Advisory Committee meeting was called to order by Chairperson Geoffrey Thomas, Mayor, at 5:08 p.m., Council Chambers, City Hall.

Committee members present: Mayor Geoffrey Thomas, Bridgette Tuttle – Monroe Chamber of Commerce, Doug Hobbs – High Road Promotions/Evergreen Speedway, Lisa Martin – Best Western.

General Manager of Best Western, Mr. Derrick Chong, was in attendance as a non-voting member.

Staff members present: Pamela Baker, Executive Assistant

## **APPROVAL OF MINUTES**

The motion to approve the November 17, 2015 minutes was made by LTAC Member Hobbs and seconded by LTAC Chairperson Thomas. On vote,

Motion carried 4-0.

## **REVIEW LODGING TAX FUND FINANCIAL PROJECTIONS**

Mr. Brad Feilberg, Public Works Director, provided information about the LTAC committee's financial projections, current revenue, and projected revenue for the end of 2016. Mr. Feilberg noted a 20% increase in funds from 2015 and 67% of the projected funds for the 2016 year have been collected.

Discussion ensued regarding capping the amount of funds distributed or approving additional funds for the year and maintaining an appropriate ending fund balance for the end of 2016.

## **APPROVAL OF 2017 APPLICATION**

Ms. Pamela Baker, LTAC Staff Liaison, provided information on the 2017 LTAC application and requested committee members to review the application for accuracy.

Discussion ensued regarding the 2017 application and previous applications.

LTAC Member Tuttle moved to approve the 2017 application in substantially the form presented allowing for minor revisions to correct for scrivener's errors; LTAC Member Hobbs seconded the motion. On vote, Motion carried 4-0.

## LTAC MEETING SCHEUDLE

Ms. Baker provided the 2016 LTAC schedule and information regarding the meeting days and times and if any conflicts arose from committee members.

Discussion ensued regarding changing the November 2, 2016, application review meeting to November 9, 2016, to provide additional time for committee members to review the grant applications.

LTAC Member Tuttle moved to approve the 2016 LTAC schedule with revisions; LTAC member Hobbs seconded the motion. On vote, Motion carried 4-0.

Discussion ensued regarding consensus to allow for presentations of the organizations applying for LTAC grant money and possible time constraints. It was agreed to invite the applicants to present on their application.

## ADJOURNMENT

The motion to adjourn was made by LTAC Member Martin, and seconded by LTAC Member Tuttle. On vote Motion carried 4-0.

Meeting adjourned 5:58 p.m.

  
Chairperson, Geoffrey Thomas, Mayor

  
Staff Liaison, Pam Baker