

**MINUTES OF A REGULAR MEETING OF THE LODGERS' TAX ADVISORY BOARD OF THE
CITY OF CARLSBAD, NEW MEXICO, HELD IN THE CITY COUNCIL CHAMBERS AT THE
MUNICIPAL BUILDING, 101 N. HALAGUENO, CARLSBAD, NM
ON TUESDAY, FEBRUARY 2, 2016, AT 7:30 A.M.**

Voting Members Present: Neil Wiggins
Dale Balzano
Dr. Dara
Jill Fowler
Bob Lynch

Absent: None

Also Present: Stephanie Shumsky Deputy City Administrator
Monica Harris Director of Finance/City Treasurer
Sandy Gonzalez Budget Manager
Truth LaClair Carlsbad Community Concert Association

00:00:07 1. CALL TO ORDER

Chairman Neil Wiggins called the meeting to order.

00:00:19 2. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM

Chairman Wiggins called Roll and it was determined that there was a Quorum of the Voting Members.

Present were: Neil Wiggins, Dale Balzano, Dr. S.S. Dara, Jill Fowler, and Bob Lynch

Absent: None

00:00:34 3. APPROVAL OF AGENDA

The motion was made by Dr. Dara and seconded by Bob Lynch to approve the February 2, 2016 Meeting Agenda.

The Vote was as follows: Yes: Wiggins, Balzano, Dr. Dara, Fowler, and Lynch

No: None Absent: None

00:00:57 4. CONSIDER APPROVAL OF MINUTES OF CARLSBAD LODGERS TAX ADVISORY BOARD MEETING HELD JANUARY 5, 2016

The motion was made by Dale Balzano and seconded by Dr. Dara to approve the January 5, 2016 Meeting Minutes.

The Vote was as follows: Yes: Wiggins, Balzano, Dr. Dara, Fowler and Lynch

No: None Absent: None

00:01:27 5. PRESENTATION OF FY 2015-2016 1ST QUARTER FINANCIAL REPORT

Monica Harris presented the FY15-16 1st Quarter Financial Report. At the end of the 1st Quarter, the Lodgers' Tax fund balance was \$2,873,403.03. The revenues collected for the 1st Quarter came in at \$581,367.27. Ms. Harris explained that \$267,028.80 had been spent out of the Lodgers' Tax Operating Fund and \$96,015.40 had been spent out of the Capital Outlay Fund. Ms. Harris then presented the amount of non-promotional funds that had been spent for the 1st Quarter in the amount of \$246,432.00 and the promotional amount spent in the amount of \$116,643.00.

Dale Balzano asked if Ms. Harris knew what revenues were brought in from October, November and December 2015 compared to last year. Ms. Harris went over the revenues for the 2nd Quarter 2015 compared to the 2nd Quarter of 2014, informing the board that there has been a drop in revenues. Mr. Balzano expressed that this is partially due to the Carlsbad Caverns National Park being restricted which is causing a drop in all the hotels around town.

The Motion was made by Bob Lynch and seconded by Dr. Dara to approve the FY 2015-2016 1st Quarter Financial Report.

The Vote was as follows: Yes: Wiggins, Balzano, Dr. Dara, Fowler and Lynch

No: None Absent: None

00:11:32 6. CONSIDER APPROVAL OF REQUEST FOR FUNDING FROM CARLSBAD COMMUNITY CONCERT ASSOCIATION

Truth LaClair presented the request from the Carlsbad Community Concert Association. The CCCA is requesting advertising funds for the promotion of live entertainment. The request is for the amount of \$9,368.00.

The Motion was made by Dale Balzano and seconded by Dr. Dara to approve the request for funding from Carlsbad Community Concert Association.

The Vote was as follows: Yes: Wiggins, Balzano, Dr. Dara, Fowler and Lynch

No: None Absent: None

00:16:30 7. ADJOURN

The Motion was made by Bob Lynch and seconded by Dr. Dara to Adjourn.

The Vote was as follows: Yes: Wiggins, Balzano, Dr. Dara, Fowler and Lynch

No: None Absent: None



Chairman