

**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 APRIL 17, 2013 AT 4:00 PM**

Voting Members Present: Neil Wiggins, Dr. Dara and Bob Lynch

Voting Members Absent: Ken Britt

Also Present:

Jon Tully	City Administrator
Steve McCutcheon	Deputy City Administrator
Janell Whitlock	City Councilor
Monica Harris	City Finance Director
Annette Barrick	Asst. to City Admin/City Clerk
Patsy Jackson-Christopher	Museum
Tai Etcheverry	City Auditor
Rick Lopez	Fire Chief
Susan Crockett	Chamber of Commerce
Lisa Boeke	Chamber of Commerce
Larry Henderson	Community Concert Assn.
Wayne Roberts	Community Concert Assn.
Truth LaClair	Community Concert Assn.
George Vini	National Cave & Karst Research Inst.
Dave Gillan	Pecos River Committee
Brandon Bussell	Carlsbad MainStreet
Wanda Welch	Keep Carlsbad Beautiful
Jeff Campbell	Carlsbad Department of Development
Suzanna Lagowski	National Cave & Karst Research Inst.
Damien Copello	Community Concert Assn.
Norbert Rempe	Citizen
Steve Kouba	Carlsbad Velo Bicycle Club

0:00:39 1. CALL TO ORDER

Neil Wiggins called the meeting to order.

0:00:53 2. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM

Chairman Wiggins called Roll and a Quorum of the Voting Members was confirmed. Present were: Neil Wiggins, Dr. S.S. Dara, and Bob Lynch; Absent: Ken Britt.

0:01:05 3. APPROVAL OF THE APRIL 17, 2013, LODGERS TAX ADVISORY BOARD

AGENDA

The motion was made by Bob Lynch and seconded by Dr. Dara to approve the April 17, 2013 Agenda. The Vote was as follows: Yes: Wiggins, Lynch, Dara. No: None. Absent: Britt. The Motion passed.

0:01:12 4. DISCUSS AND CONSIDER REVISION TO POLICY REGARDING MATCH OF PROMOTIONAL FUNDING

Jon Tully explained that the current Policy requires a 50/50 match of the Promotional Funding. He said there is not a statutory requirement; it just has to be for legitimate promotional purposes. He said the 50/50

requirement has been at the discretion of the Board. He said there has been some discussion about giving more discretion to the Board depending on the type of request made. Chairman Wiggins said he agrees with giving the Board the discretion. He said matching is a good thing but it doesn't have to be on a 50/50 basis. Bob Lynch said the 50% match sometimes hurts the smaller events.

0:02:39 Motion

The motion was made by Neil Wiggins and seconded by Bob Lynch to amend the existing Policy regarding the 50/50 match of Promotional Funding to be imposed at the discretion of the Advisory Board.

0:03:05 5. DISCUSSION AND CONSIDER ESTABLISHING A STANDING LINE ITEM FOR PROVIDING POLICE, FIRE, AMBULANCE, AND TRANSIT SERVICES FOR QUALIFIED EVENTS

Mr. Tully explained that a legitimate use of Lodgers Tax for qualified events is to provide security and safety in the form of Police, Fire and EMS Support and Municipal Transit Services. He said several events have utilized the City's Safety Services. He explained that it is a very good expenditure for the City because it off-sets costs that otherwise would require overtime pay. He recommended making it a Standing Line Item of about \$50,000 so that as Police, Fire, Ambulance or Transit Services are needed, we can allocate them directly and make sure the respective Departments gets reimbursed. Dr. Dara asked if there should be a limit to the amount per event. Mr. Tully said he did not think it would be limited with a dollar amount but the Board will review each event request.

0:07:54 Motion

The motion was made by Bob Lynch and seconded by Dr. Dara to approve establishing a Standing Line Item for providing Police, Fire, Ambulance, and Transit Services for qualified events. The Vote was as follows: Yes: Wiggins, Lynch, Dara. No: None. Absent: Britt. The Motion passed.

0:08:04 6. MINUTES OF REGULAR MEETING OF THE CARLSBAD LODGERS TAX ADVISORY BOARD HELD JANUARY 16, 2013

The motion was made by Dr. Dara and seconded by Bob Lynch to approve the Minutes of the January 16, 2013 Meeting. The Vote was as follows: Yes: Wiggins, Lynch, Dara. No: None. Absent: Britt. The Motion passed.

0:08:22 7. FINANCIAL REPORT

Monica Harris summarized the financial statement. Ms. Harris stated the Lodgers' Tax collection is very strong. She said we are at 117 percent of the budgeted revenues.

0:10:18 Motion

The motion was made by Bob Lynch and seconded by Dr. Dara to approve the Financial Report. The Vote was as follows: Yes: Wiggins, Lynch, Dara. No: None. Absent: Britt. The Motion passed.

0:10:39 8. PRESENTATION OF FY 2012 LODGERS TAX AUDIT REPORT

Mr. Tully said the Audit Report was not yet available. Chairman Wiggins said the Lodgers Tax Audit Report be tabled for the next Agenda.

0:10:42 9. CONSIDER APPROVAL OF FUNDING REQUESTS FOR FY 2013-2014 BUDGET

Chairman Wiggins held the 2013-2014 Lodgers Tax Funding Requests Hearing as follows:

A. Chamber of Commerce

The motion was made by Bob Lynch and seconded by Dr. Dara to approve \$520,000. The Vote was as follows: Yes: Wiggins, Lynch, Dara. No: None. Absent: Britt. The Motion passed.

B. City of Carlsbad-Culture and Recreation Department

The motion was made by Dr. Dara and seconded by Bob Lynch to approve \$17,000. The Vote was as follows: Yes: Wiggins, Lynch, Dara. No: None. Absent: Britt. The Motion passed.

C. City of Carlsbad-Museum and Arts Center

The motion was made by Dr. Dara and seconded by Bob Lynch to approve \$50,000. The Vote was as follows: Yes: Wiggins, Lynch, Dara. No: None. Absent: Britt. The Motion passed.

D. Keep Carlsbad Beautification- Cavern City Classic Bicycle Race

The motion was made by Dr. Dara and seconded by Bob Lynch to approve \$15,000. The Vote was as follows: Yes: Wiggins, Lynch, Dara. No: None. Absent: Britt. The Motion passed.

E. Pecos River Committee

The motion was made by Bob Lynch and seconded by Dr. Dara to approve \$14,500. The Vote was as follows: Yes: Wiggins, Lynch, Dara. No: None. Absent: Britt. The Motion passed

F. Carlsbad Community Concert

The motion was made by Dr. Dara and seconded by Bob Lynch to approve \$5,500. The Vote was as follows: Yes: Wiggins, Lynch, Dara. No: None. Absent: Britt. The Motion passed.

G. CDOD Nuclear Fuel Summit

The motion was made by Dr. Dara and seconded by Bob Lynch to approve \$75,000. The Vote was as follows: Yes: Wiggins, Lynch, Dara. No: None. Absent: Britt. The Motion passed.

H. Chamber Retirement Initiative

The motion was made by Bob Lynch and seconded by Dr. Dara to approve the request for \$15,000. The Vote was as follows: Yes: Wiggins, Lynch, Dara. No: None. Absent: Britt. The Motion passed.

I. Carlsbad 4th of July Fireworks

The motion was made by Bob Lynch and seconded by Dr. Dara to approve the request for \$30,000 (Non-Promotional). The Vote was as follows: Yes: Wiggins, Lynch, Dara. No: None. Absent: Britt. The Motion passed.

J. Firefighter Combat Challenge

The motion was made by Bob Lynch and seconded by Dr. Dara to approve the request for \$29,000. The Vote was as follows: Yes: Wiggins, Lynch, Dara. No: None. Absent: Britt. The Motion passed.

K. MainStreet Promotional

The motion was made by Bob Lynch and seconded by Dr. Dara to approve the request for \$6,500. The Vote was as follows: Yes: Wiggins, Lynch, Dara. No: None. Absent: Britt. The Motion passed.

L. National Cave and Karst Research Institute

Mr. Tully recommended the completion of the NCKRI building with General Fund monies rather than Lodgers Tax Funding. He suggested the action be deferred until the Interim Budget is complete. He said the City is trying to fit this project into the budget. He said it is an appropriate request of Lodgers Tax Funds but if it could be completed out of the General Fund, it would allow the use of Lodgers Tax Funds for something else.

The motion was made by Bob Lynch and seconded by Dr. Dara to defer the request of \$650,865.17, until a later time dependent on the City Budget. The Vote was as follows: Yes: Wiggins, Lynch, Dara. No: None. Absent: Britt. The Motion passed.

M. Eddy County Sheriffs Posse

Steve McCutcheon spoke on behalf of Robert Detweiler. Mr. McCutcheon said there was some confusion about the meeting time and there was no one available to present the request from the Sheriff's Posse. He said Mr. Detweiler requested the Board act on their request. Mr. McCutcheon said the request is the same amount requested last year.

The motion was made by Bob Lynch and seconded by Dr. Dara to approve \$10,000. All members present voted "yes". Motion passed

1:41:51 10. ADJOURNMENT
The meeting adjourned at 4:17:36 p.m.

Chairman

DRAFT