

**MINUTES OF A MEETING OF THE LODGERS' TAX ADVISORY BOARD OF THE
CITY OF CARLSBAD, NEW MEXICO, HELD IN THE PLANNING ROOM AT THE
MUNICIPAL BUILDING, 101 N. HALAGUENO, CARLSBAD, NM
TUESDAY, February 6, 2024, AT 7:30 A.M.**

Voting Members Present: Dale Balzano, Acting Chairman
Elizabeth Licklitter
Milan Patel

Voting Members Absent: Dr. S.S. Dara, Chairman
Amit Bhakta

Also Present: Angie Barrios-Testa Director of Grant Programs
Jessica Ponce Budget/Grants Analyst
Kyle Marksteiner United Way Director

1. CALL TO ORDER

Dale Balzano, Acting Chairman called the meeting to order at 7:33 a.m.

2. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM

Dale Balzano called roll and it was determined there was a Quorum of the Voting Members.

Present: Dale Balzano, Elizabeth Licklitter, and Milan Patel

Absent: Dr. S.S. Dara and Amit Bhakta

3. APPROVAL OF FEBRUARY 6, 2024 AGENDA

The motion to approve the February 6, 2024, meeting Agenda was made by Elizabeth Licklitter and seconded by Milan Patel.

The vote was as follows:

Yes: Dale Balzano, Elizabeth Licklitter, and Milan Patel

No: None

4. CONSIDER APPROVAL OF MINUTES OF LODGERS' TAX ADVISORY BOARD MEETING HELD ON JANUARY 2, 2024

The motion was made by Milan Patel and seconded by Elizabeth Licklitter to approve the January 2, 2024, meeting minutes.

The vote was as follows:

Yes: Dale Balzano, Elizabeth Licklitter, and Milan Patel

No: None

5. PRESENTATION OF FY2023-2024 2ND QUARTER FINANCIAL REPORT – PROMOTIONAL FUND

Ms. Angie Barrios-Testa presented the FY2023-2024 2nd Quarter Financial Reports – Promotional Fund. Ms. Barrios-Testa stated that the fund is doing well. The City is on track by spending its FY21 and FY22 and is well on the way to spending the FY23 funding. The City has two years to spend down the funds received. During this quarter the revenue is at 95% of the revenue budget. Finance continues to monitor the expenditures and no issues have been reported. Ms. Barrios-Testa advised that the annual Lodgers' Tax request process is scheduled for the March Lodgers' Tax Advisory Board meeting. This helps the City with budgeting for the next fiscal year. Members were concerned that the December revenue was low and Mr. Balzano asked whether the City is receiving Lodgers' Tax revenue from the temporary housing

and Airbnb establishments. Ms. Barrios-Testa and Ms. Jessica Ponce responded in the affirmative. Ms. Barrios-Testa advised that the City is working on the possibility of bringing in a consultant who would handle the collection of Lodgers' Tax to make sure establishments remain compliant. Members asked if there was information on what businesses are compliant. Ms. Ponce advised that specific information was confidential and could not be shared. Mr. Patel both agreed that it would be helpful to have a breakdown of how much is collected from hotels and other establishments. No further discussion.

No vote is required for this item:

6. CONSIDER APPROVAL REQUEST FOR FUNDING FROM THE UNITED WAY OF EDDY COUNTY FOR THE UNITED WAY CINCO DE MAYO GOLF TOURNAMENT

Mr. Kyle Marksteiner presented United Way's request to fund the Cinco de Mayo Golf Tournament to be held on May 4th, 2024, at the Country Club. The advertising plan focuses on people coming from out of town by adding activities the night before the event. Mr. Marksteiner advised that this is one of the larger fundraising events. Mr. Marksteiner mentioned that the Eddy County United Way is in the rebuilding process and he is working on bringing tradition back. Ms. Lickliter asked about last year's event and how many participated in the tournament. Mr. Marksteiner advised that was when the United Way was going through a personnel-related issue about a month before and thus, the event was canceled. The motion was made by Elizabeth Lickliter and seconded by Milan Patel to approve the request.

The vote was as follows:

Yes: Dale Balzano, Elizabeth Lickliter, and Milan Patel

No: None

7. ADJOURN

Being no further business the motion to adjourn was made by Elizabeth Lickliter and seconded by Milan Patel.

The vote was as follows:

Yes: Dale Balzano, Elizabeth Lickliter, and Milan Patel

No: None



Dale Balzano

Chairman