

MINUTES OF THE OCCUPANCY TAX BOARD MEETING

Tuesday, January 21, 2020

Regular Meeting 2:30 P.M.

Committee Chair: Jim Fielding

Committee Members: Kerry Moore, Roxanne Slayton, Susan Noel, Joe Desjardin

Staff Coordinator: Stephanie Mervine

A. CALL TO ORDER AND WELCOME

The regular meeting of the Occupancy Tax Board, was called to order at 2:35pm.

B. ROLL CALL

Members present Joe Desjardins, Susan Noel, Kerry Moore with member Roxanne Slayton being absent and a quorum, was present.

Staff Present: Stephanie Mervine, Special Events & Outreach Manager and Juanita Jennings, Public Affairs Director

C. APPROVAL OF AGENDA

Kerry Moore motioned to approve the agenda as presented. Susan Noel was the second. A voice vote was 4-0 and the motion passed with member Roxanne Slayton being absent.

D. APPROVAL OF MINUTES

Kerry Moore motioned to approve the minutes of the August 20, 2019 meeting. Susan Noel was the second. A voice vote was 4-0 and the motion passed with member Roxanne Slayton being absent.

E. PUBLIC COMMENTS

There were no public comments.

F. REGULAR/NEW ITEMS

None.

G. OTHER BUSINESS / NON-ACTION ITEMS /INFORMATION ITEMS/ REPORTS

1. Introduce Stephanie Mervine – Staff Coordinator
Stephanie is the Special Events and Outreach Manager, oversight of the Visitor Center and working with the Lodgers' Tax application process.
2. Juanita discussed the Airbnb short term rental business with OTB suggesting they assist with the recommendations. The State continues to work on the process following the January 1st short term rental initiative by adding Lodgers' Tax to rental bills. Councilor Stubbs, Juanita Jennings and Stephanie Mervine plan to attend the Trends Tourism Conference in Santa Fe, February 4, 2020.

3. The Lodgers' Tax reports will be modeled similar to the hotels. The reports will be due to the city on the 25th of every month from the previous month. Reports will be similar to the self-reporting currently used by hotels. The city's current ordinance will be updated.
4. Some of the hotels are currently using the STR Report and other data collecting programs.
5. The Wild Women of Plant Wongo, Juanita discussed, the application that was approved through Finance and Council. The producer has been looking for a location within the City of Roswell, and was unable to find one that could accommodate. He would like to request the use of Lodgers' Tax be postponed until the next fiscal year.
- H. Member Moore made a motion to adjourn, member Noel was the second. A voice vote was 4-0 and the motion passed with member Roxanne Slayton being absent.

The next meeting is February 18, 2020