

HOTEL OCCUPANCY TAX COMMITTEE MINUTES
July 21, 2017

After determining that a quorum is present, the Hotel Occupancy Tax Committee (HOT) convened into an Open Meeting on Friday, July 21, 2017, at 9:07 a.m., in the Finance Conference Room, City of Denton City Hall, 215 E. McKinney Street, Denton, Texas.

PRESENT: Councilmembers, Dalton Gregory and Gerard Hudspeth

STAFF PRESENT:

Chuck Springer, Director of Finance
Jerry Drake, First Assistant City Attorney
Antonio Puente, Jr., Assistant Director of Finance
Randee Klingele, Treasury Services Specialist
Kristen Solares, Budget Analyst

AGENDA ITEM 1: HOLD A DISCUSSION AND APPOINT A COMMITTEE
CHAIRPERSON

Councilmember Hudspeth nominated Councilmember Gregory. Councilmember Gregory unanimously voted Chair of the Hotel Occupancy Tax Committee.

AGENDA ITEM 2: CONSIDER APPROVAL OF HOTEL OCCUPANCY TAX MINUTES
FROM

APRIL 20, 2017.

Minutes were approved as written by Chairperson Gregory.

AGENDA ITEM 3: RECEIVE A REPORT, HOLD A DISCUSSION AND PROVIDE
RECOMMENDATIONS REGARDING PROGRAM FUNDING LEVELS AND BUDGET
REQUESTS FOR PROGRAM YEAR 2018.

Chuck Springer, introduced the item by providing the estimated revenue projection of \$3.05 million which includes a \$150,000 transfer back into the account from a special project and estimated Embassy Suites hotel occupancy tax revenue of \$658,234. One time expenditure requests were noted before a Chairman Gregory provided a program overview based upon the approved program guidelines.

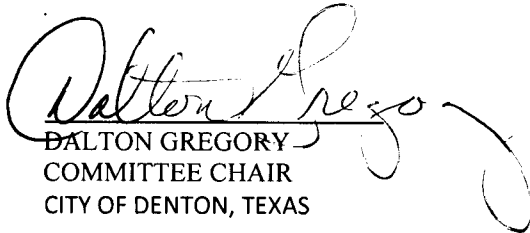
During the committee's discussion of proposed expenditures the members requested clarifications on a few items requested in the applicants budgets: bid fees, communications, printed matter and a legal interpretation of House Bill 2445 which allows the City of Denton to expend this special revenue tax on improving existing sports fields as long as certain parameters were met in the previous calendar year.

The committee proposed a three percent budget increase to each applicant that requested more than the amount in their current budget (PY17). The committee will reconvene in August to review and discuss the results of their expenditure questions. At that time final budget allocations for Program Year 2018 will be prepared and recommended to the Council.

AGENDA ITEM 4: NEW BUSINESS

Councilmember Gregory asked that the quarterly report issued by the Convention and Visitors Bureau also be provided to the members of this committee.

Meeting adjourned 11:00 a.m.


DALTON GREGORY
COMMITTEE CHAIR
CITY OF DENTON, TEXAS


RANDEE KLINGELE
RECORDING SECRETARY