HOTEL OCCUPANCY TAX COMMITTEE MINUTES

September 27, 2018

After determining that a quorum is present, the Hotel Occupancy Tax Committee (HOT) convened into an Open Meeting on Thursday, September 27, 2018, at 10:06 a.m., in the City Hall Conference Room, City of Denton City Hall, 215 E. McKinney Street, Denton, Texas.

PRESENT: Mayor, Chris Watts; Councilmembers Deb Armintor and Gerard Hudspeth

STAFF PRESENT:

Bryan Langley, Deputy City Manager
Mack Reinwand, Deputy City Attorney
Antonio Puente, Jr., Director of Finance
Kevin Ann Mullen, Treasury Manager
Randee Klingele, Treasury Analyst

AGENDA ITEM 1: HOLD A DISCUSSION AND APPOINT A CHAIRPERSON FOR THE HOTEL OCCUPANCY TAX COMMITTEE.

Councilmember Armintor nominated Councilmember Hudspeth, seconded by Mayor Watts. Motion passed unanimously.

AGENDA ITEM 2: CONDSIDER APPROVAL OF HOTEL OCCUPANCY TAX COMMITTEE MINUTES FROM JUNE 21, 2018.

Minutes were approved as written by Mayer Watts and seconded by Councilmember Armintor. Motion passed unanimously.

AGENDA ITEM 3: RECEIVE A REPORT, HOLD A DISCUSSION AND PROVIDE RECOMMENDATIONS REGARDING CITY SPONSORSHIP PROGRAM FUNDING LEVELS AND BUDGET REQEUSTS FOR FY 2018-19.

Antonio Puente. Jr. introduced the item by providing the sponsorship budget of $87,500 and recapping the new process for the city Sponsorship Program. Committee reviewed budget requests compared to the availability of funds discussing multiple ways to provide sponsorship for all eleven applicants. Committee reduced new applicant's requests by half while maintaining full funding for past recipients. During this transitional year the Committee will accept requests past the application deadline. Committee maintained $6,600 in contingency for this purpose. Committee directed staff to contact known previous recipients by certified mail providing another opportunity for the organization to request FY 2018-19 sponsorship funds.

Staff will prepare an Informal Staff Report regarding the sponsorship's approved budgets and prepare sponsorship agreements to be presented to City Council in December 2018.

Committee showed interest in further developing the Sponsorship Program by evaluating cost sharing of site operation rentals, capping requested amounts, adhering to the application deadline, adding objective criteria and having the internal auditor review the program guidelines and application.

Mayor Watts moved to approve the budget of $87,500 seconded by Councilmember Armintor.

Motion passed unanimously.

Meeting adjourned 11:06 a.m.

GERARD HUDSPETH
COMMITTEE CHAIR
CITY OF DENTON, TEXAS

RANDEE KLINGELE
RECORDING SECRETARY
CITY OF DENTON, TEXAS