



Approved  
Lodging Tax Advisory  
Committee  
Lodging Tax Advisory  
Committee-Special Meeting  
Minutes  
April 22, 2019

**Date:** April 22, 2019  
**Time:** 4:00 p.m.  
**Place:** Centennial Center - 1St Flr  
**Attending:** Mohamad Abouelrous,  
 Bill Boyce, Chair  
 John Casey,  
 Tim Higgins,  
 Andrew Hutchison,  
 David Kwok,  
 Bryan Powell

**Agenda:**

1. **Call to Order 4:00 p.m.**
2. **Roll Call**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Mohamad Abouelrous		Absent	
Bill Boyce	Chair	Present	
John Casey		Present	
Tim Higgins		Present	
Andrew Hutchison		Present	
David Kwok		Excused	
Bryan Powell		Absent	
Barbara Smith		Present	

3. **Changes to the Agenda**
4. **Approval of the Minutes - December 10, 2018**

An error in David Kwok's name within the notes was noted, and the fact that Mo Abouelrous was present at the meeting though he was not yet an appointed member. The minutes have been edited to correct the error and confirm that Mr. Abouelrous was present.

1. **Approval of Minutes dated December 10, 2018**  
**MOTION: Move to approve the Minutes dated December 10, 2018**

**RESULT:** **APPROVED AS AMENDED [UNANIMOUS]**  
**MOVER:** Andrew Hutchison  
**SECONDER:** Barbara Smith  
**AYES:** Boyce, Casey, Higgins, Hutchison, Smith  
**ABSENT:** Abouelrous, Powell  
**EXCUSED:** Kwok

**5. LTAC Budget Update/Review**

**6. Review/Adoption of Proposed LTAC Bylaws**

Michelle Wilmot introduced the topic of adopting bylaws and assistant City Attorney Adam Long provided the legal basis for adopting and using by-laws as the best practice for advisory committees. The Open Public Meetings Act provides that all quasi permitting and judicial bodies need to be aware of the Open Public Meetings act and the need for as much transparency as possible regarding the decisions made by a committee or subcommittee. Some discussion regarding the sections related to voting, public comment, conflict of interest and the practice of sending those with a conflict of interest out of the room, caused the vote on this to be tabled until a few small revisions and clarifications are made to the proposed bylaws.

A formal training on the Open Public Meetings Act was suggested as an Agenda item for the next meeting also, and would be conducted by Adam Long or his designee from the Office of the City Attorney.

Other items introduced informally will also be placed on the agenda for the next meeting, such as how to confer a seat on the committee upon the replacement of an organizations representative- e.g. Whether their replacement must apply for the seat or if it would be automatically conferred for the remainder of the predecessors term.

**MOTION: Recommend the Committee Adopt the bylaws as presented by the assistant City Attorney.**

**RESULT:** **TABLED [0 TO 0]** **Next: 5/13/2019 4:00 PM**  
**ABSTAIN:** Boyce, Casey, Higgins, Hutchison, Smith  
**ABSENT:** Abouelrous, Powell  
**EXCUSED:** Kwok

**7. Determination of Non-Profit vs. for Profit Applicant Eligibility**

A more recent interpretation of the rules related to the awarding of grants from Lodging Tax Revenues has determined that a committee may award funds to a for profit group or entity provided the intended result clearly supports the goal of heads in beds or promotion of other travel related visits and spending.

**8. Adjournment 4:47 p.m.**

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Committee Secretary