



CITY OF TEXARKANA

CITY COUNCIL

MINUTES • JUNE 20, 2016

Conference Room

Workshop Meeting

6:00 PM

220 TEXAS BLVD.
TEXARKANA, TX 75501

I. CALL TO ORDER, ROLL CALL, ESTABLISHMENT OF QUORUM

Attendee Name	Title	Status	Arrived
Bob Bruggeman	Mayor	Present	
Jean H. Matlock	Ward 1	Present	
Willie Ray	Ward 2	Present	
Tina Veal-Gooch	Ward 3	Present	
Brian Matthews	Ward 4	Present	
Christy P. Paddock	Ward 5	Absent	
Josh Davis	Ward 6	Present	

Staff Present: City Manager John Whitson, Jennifer Evans, Shirley Jaster, Kristin Peeples, Jodie Lee, Lisa Thompson, David Orr, and Jerry Sparks.

Legal Counsel: None.

II. MAYOR'S OPENING REMARKS

Mayor Bruggeman welcomed staff and representatives from local community agencies to the workshop. The purpose of the meeting was to review the hotel occupancy tax fund in preparation for the upcoming fiscal year. Mayor Bruggeman outlined the agenda schedule.

III. OPEN FORUM: COMMENTS FROM THE PUBLIC (LIMIT 5 MINUTES EACH)

There were no public comments made at open forum. Mayor Bruggeman then turned the meeting over to Chief Financial Officer Kristin Peeples.

IV. ITEMS FOR DISCUSSION - HOTEL OCCUPANCY TAX FUND

Update on the Hotel Occupancy Tax Fund - by Finance Director

Ms. Peeples opened the discussion stating that city staff met last week with representatives of the recipient organizations requesting hotel occupancy tax funds for the upcoming fiscal year. All requests were reviewed and each organization met the eligibility requirements to receive hotel occupancy tax funds except for Runnin' WJ

Ranch. Ms. Peeples went on to state that the fund balance looks good and should have an ending balance of approximately \$300,000 for fiscal year 2015-2016.

Ms. Peeples provided a handout which outlined the budgeted fund balance and funding requests for fiscal year 2016-2017. Staff proposes to fund the eligible requesting organizations at 100%. City Manager Whitson added that staff prepares to bring forth a proposed fund balance policy for hotel occupancy tax funds that council will consider at a future meeting.

Ms. Peeples and City Manager Whitson continued the discussion and answered questions from council members.

1. Hotel Occupancy Tax Fund Balance sheet

RESULT:	PRESENTED
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2. FY17 Hotel Occupancy Tax Requests

RESULT:	PRESENTED
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Presentations from organizations

- a. Chamber of Commerce - Mike Malone
- b. Main Street Texarkana - Lee Medley & Ina McDowell
- c. Texarkana Museums System - Velvet Cool
- d. Texarkana Symphony Orchestra - Remica Gray
- e. TRAHC - Brian Goesl

Each organization presenter provided a general overview of their organization and recapped how hotel occupancy tax funds were spent in the preceding year.

V. MAYOR'S CLOSING REMARKS

Mayor Bruggeman thanked city staff and presenters for information and comments shared at the workshop. Mayor Bruggeman turned the meeting over to Council Member Davis who wanted to address the council. Council Member Davis said, as an elected official, he was invited to testify at the Sunset Review Committee hearing regarding the Sulphur River Basin Authority. The hearing is scheduled for Thursday, June 23rd at 9:00 a.m. in Austin.

The City Council had unanimously adopted, in a council meeting last year, a resolution expressing "no confidence" in the Sulphur River Basin Authority. Council Member Davis asked if there was any objection to his representing the city by attending and testifying at the hearing. Council consensus showed no objections.

VI. ADJOURNMENT

A motion was made to adjourn the meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Brian Matthews, Ward 4
SECONDER:	Willie Ray, Ward 2
AYES:	Matlock, Ray, Veal-Gooch, Matthews, Davis
ABSENT:	Paddock
EXCUSED:	Bruggeman



Jennifer Evans
City Secretary



Bob Bruggeman
Mayor



BUDGETED FUND BALANCE

212 Hotel Occupancy Tax Fund

		Actual 14-15	Adopted 15-16	Revised 15-16	Proposed 16-17
	Fund Balance				
212	Hotel Occupancy Tax Fund	135,305	(4,696)	154,068	311,972
	Fund Balance	135,305	(4,696)	154,068	311,972
	Income				
40031	Contribute From Others	6,175	10,525	1,337	1,500
40050	Trf From General Fund	85,327	78,835	78,835	-
41000	Interest Revenue	767	500	985	1,000
46237	Convention Ctr.Revenue	354,273	313,000	368,276	375,641
46238	Hotel/Motel Taxes	885,964	781,000	912,743	930,998
	Income	1,332,506	1,183,860	1,362,175	1,309,139
	Expenditures				
50009	Trf To General Fund	80,250	-	-	-
50033	Trf To Theatre Fund	268,400	272,397	272,397	312,397
50052	Trf To I & S	493,808	562,831	562,831	562,205
51101	Supervision	52,740	26,400	26,400	49,900
51103	Maintenance Operations	41,244	20,592	20,592	38,784
53301	Buildings	49,249	22,000	22,000	37,200
54502	Rental	-	-	-	-
54504	Special Services	10,892	7,500	7,500	12,000
54518	Conv Ctr Management	210,739	200,000	225,108	229,500
54525	Advertising	85,889	58,080	58,080	127,920
54648	Downtown Enhancement	901	-	-	-
54681	Arts & Historic District	19,631	9,363	9,363	10,696
55801	Building & Facilities	-	-	-	186,940
	Expenditures	1,313,744	1,179,163	1,204,271	1,567,542
	Fund Balance	154,068	1	311,972	53,569

Communication: Hotel Occupancy Tax Fund Balance sheet (Update on the Hotel Occupancy Tax Fund - by Finance Director)

Hotel Occupancy Tax Fund

Funding Requests

FY 2017

FY 17 Request

Arts and Historic District	
Arts and Historic District - Chamber of Commerce	-
Arts and Historic District - Main Street Txk	-
Arts and Historic District - Museum Contribution	5,676.00
Arts and Historic District - TRAHC Contribution	3,520.00
Arts and Historic District - TSO Contribution	1,500.00
	10,696.00
Convention Center - reserve for buildings	131,578.00
Convention Center Debt Service Payment	562,205.00
Convention Center Management Fee	229,500.00
	923,283.00
Chamber of Commerce	25,000.00
Main Street Texarkana	25,000.00
Perot Theatre Building Maintenance	40,000.00
Perot Theatre Management Contract	271,207.00
Perot Theatre Misc Items	1,190.00
	312,397.00
Texarkana Museum System	107,844.00
Texarkana Museum System - reserve for buildings	55,362.08
	163,206.08
Texarkana Symphony Orchestra	28,500.00
TRAHC	67,460.00
Downtown Enhancement	
Bank Service Charges	
Special Services (Hotel Tax Audits)	12,000.00
Transfer to General Fund	
	12,000.00
Grand Total	1,567,542.08