



## Sandoval County Lodgers' Tax Advisory Board Meeting Minutes

**Date:** Wednesday May, 20<sup>th</sup>, 2020

**Meeting Location:** WebEx Conference Call

**Meeting Time:** 11:00AM- 11:45AM

**Attendees:** Mary Street, Erica Asmus-Otero, Richard Spence, Dora Dominguez, Belle Allen, Martha Hotton

### MINUTES

- I. Introductions
- II. **Sandoval County Lodger's Tax Advisory Board Members:**

In total there are **6** board positions:

- (2) Owners or Operators of Lodging Entities:
  - o *Seat Currently Vacant*
  - o *Seat Currently Vacant*
- (2) Owners or Operators of Tourism-related Industries:
  - o *Mary Street (Chair)*
  - o *Erica Asmus-Otero*
- (2) Resident Member Representing the General Public
  - o *Richard Spence*
  - o *Seat Currently Vacant*

There are two (2) vacant positions under "Owners/Operators of Lodging Entities" category and there is one (1) vacant position under "Resident Member Representing the General Public". Asked members to think about those in the community who might be willing to become members. Erica suggested reaching out to the Sandoval County Tourism Alliance as a good source to cultivate future members.

With the impending implementation of the STR technology it would be great to have some STR operator on the board.

**ACTION ITEM:** Belle will reach out to the Tourism Alliance Members seeking suggestions to fill these board positions.



- III. **Selection of STR Compliance Vendor -**  
Host Compliance is currently importing all property listing in the *unincorporated areas* within Sandoval County. They currently have approx. 85% of STR's identified. We're working with vendor to identify and validate the remaining 15%. We're also in the process of learning the software and how to navigate the functionality.
- IV. **Planning & Zoning** – P & Z will be submitting the revised Ordinance to the County Commission – Thursday, May, 21<sup>st</sup> 2020  
**ACTION ITEM: Document attached**
- V. **Public Comment Period for Ordinance** – Approx. 30 days
- VI. **Incorporation of Ordinance** - Vote for final acceptance of STR Ordinance in Planning and Zoning Regulations at County Commissioners meeting – Thursday, June 18<sup>th</sup>, 2020
- VII. **STR implementation Next Steps – Belle and Dora**
- Working with vendor to import and verify all data,
  - Work with Treasure's office to integrate vendors' ability to accept electronic payments of STR business licenses.
  - STR Compliance - Prepare to send first wave introductory letters (please register your STR) to identified STR's.
- VIII. **Budget (attached)**
- IX. **New Mexico Best Practices Handbook Comment Period** - is an online only and non-downloadable document. Here is a link to the LTBP Handbook:  
<https://spaces.hightail.com/receive/kLqWFDDeKNM/a2tvbW9sbEBuZXdtZXhpY29ob3NwaXRhbGl0eS5vcmc=>  
**I realize that it's short notice but they're requesting feedback by Tuesday, May 26th. Please forward any comments/feedback to me at [blallen@sandovalcountynm.gov](mailto:blallen@sandovalcountynm.gov)**
- X. Next Meeting - Thursday, August 20<sup>th</sup> at 11AM