

MINUTES OF THE REGULAR MONTHLY MEETING OF THE
LOUISVILLE/JEFFERSON COUNTY METRO REVENUE COMMISSION

December 12, 2019

The regular meeting of the Louisville/Jefferson County Metro Revenue Commission (LMRC) was held in the conference room on the First floor of 617 West Jefferson Street, and beginning at 9:00 a.m., on the above date. The monthly agenda and financial information were electronically provided to all Commissioners prior to the above date. The following members were present:

Nancy Grove
Travis Frick
Delorian Malone
Cordelia Hardin
Larry Lenahan
Bill Hollander

President Grove welcomed guest Kevin McGill with Crowe Horwath to the December 2019 meeting.

On motion of Commissioner Hollander seconded by Commissioner Hardin, and unanimously passed, the minutes of the regular meeting of November 14, 2019 were approved. (See **Tab 1**)

The next item of business was the Presentation of the External Audit from Kevin McGill with Crowe Horwath. Mr. McGill advised the independent auditors report is the most important report that is supplied to the business. Mr. McGill advised the Louisville Metro Revenue Commission had a clean audit.

The next item of business was the Election of Officers. Based on prior information the commissioner's have decided to table this item for a future meeting.

On motion of Commissioner Lenahan and seconded by Commissioner Frick, and unanimously passed, the Election of Officers will be tabled until a future meeting.

The next item of business was the Approval Meeting dates for the 2020 Calendar Year. The meeting dates for 2020 will be January 16, 2020, February 13, 2020, March 12, 2020, April 14, 2020, May 14, 2020, June 11, 2020, July 14, 2020, August 13, 2020, September 10, 2020, October 13, 2020, November 12, 2020 and December 10, 2020.

On motion of Commissioner Hollander and seconded by Commissioner Lenahan, and unanimously passed, the meeting dates for 2020 Calendar Year were approved.

The next item of business was the distribution of tax collections to the Louisville Metro Government, the School Boards, and the Mass Transit Fund. On motion of Commissioner Lenahan, seconded by Commissioner Hardin, and unanimously passed, distributions to the aforesaid taxing jurisdictions were approved. (See **Tab 2**)

The next item of business was the collections' comparison report of the prior month's receipts by Josh Steele. Total tax collections for the month of November are up 12.77%, (see **E14**).

Individual Withholding Taxes are up 9.51%, (see **E1**), for the month.

Corporate Net Profit Taxes are down 54.64%, (see **E2**)

Insurance Premiums Taxes are up 31.65%, (see **E5**)

Transient Room Tax collections are up 5.86%, (see **E7**)

Some of the significant events that took place in the month of October were the 2019 International Construction Equipment Demo Expo which took place 10/1-10/3 with an expected attendance of 18,000 and peak rooms of 6,625, the 2019 Iron Man Louisville which took place 10/11-10/14 with an expected attendance of 10,000 and peak rooms of 3,500 and the 2019 Green Industry Equipment Expo which took place from 10/16-10/18 with an expected attendance of 22,500 and peak rooms of 6,000.

Next presented were the financial statements showing the collections and expenditures during November, as well as statements showing the condition of the agency's general reserve. On motion of Commissioner Lenahan, seconded by Commissioner Frick, and unanimously passed, the above-described monthly statements were approved. (See **Tab 3**)

Bills for the past month, which had been reviewed, approved and recommended for payment, were presented to the Commissioners. On motion of Commissioner Hardin seconded by Commissioner Lenahan and unanimously passed, the following bills, plus previously authorized expenditures as listed, were approved for payment. (See **Tab 4**)

President Grove advised the Legal Account checks is informational only and requires no action. (See **Tab 5**)

On motion of Commissioner Hardin seconded by Commissioner Frick, and unanimously passed, the investment transactions since the last monthly meeting were approved and ratified. (See **Tab 6**)

On motion of Commissioner Lenahan seconded by Commissioner Hardin, and unanimously passed, refunds totaling \$607,810.96 were approved.

Next presented was the approval for Abatement of Penalty and Interest for this month. There were none to be approved for the month of December.

The next item of business was the Report of General Counsel Doug Dowell. Mr. Dowell advised there was nothing new to report at this time.

The next item of business was the Report of the Secretary Treasurer. Angela Dunn. Mrs. Dunn advised operationally LMRC has had quite a few positions vacated in the last couple of months. Mrs. Dunn advised LMRC is currently conducting interviews for a Senior Taxpayer Auditor. There were two vacancies, but an employee has been hired to fill one of the vacancies. Mrs. Dunn advised there are position that were vacated in the Taxpayer Registration area and Taxpayer Processing area. LMRC will be working to fill those positions. There is also a collections position that will be filled.

Mrs. Dunn advised with Amanda Baker joining as the Assistant Director she has been working with the General Counsel Doug Dowell and Diane Peckinpaugh the Taxpayer Audit Manager to get the regulations updated. Mrs. Dunn stated the regulations will be brought before the commissioner once they have been changed. This will likely be closer to the summer of 2020.

Mrs. Dunn stated she attended the Kentucky Society of CPA's annual conference on December 5, 2019. Mrs. Dunn stated she participated in panel conversation with other Kentucky Occupational License Association (KOLA) representatives. Mrs. Dunn stated she was on the panel with Rusty Cook the Revenue Director in Lexington, Kim Krugle the Revenue Director of Northern Kentucky and Boone County and Shawn Goldsmith the Revenue Director in the city of Franklin down near Bowling Green.

Mrs. Dunn went over the division statistics report. The report focuses currently on the Legal and Collections department. For the month of November LMRC is at about 3.3 million dollars so far this year.

Mrs. Dunn further stated the outside auditors will be attending the December meeting to advise of their findings for the audit that took place of LMRC in September.

President Grove reminded those in attendance next month's meeting is scheduled for Thursday January 16, 2020 at 9:00 am.

On motion of Commissioner Lenahan, seconded by Commissioner Hollander, and unanimously passed, the meeting was adjourned approximately at 9:43 a.m.