



Louisiana Uniform Local Sales Tax Board

Minutes of the Regular Meeting
Thursday, March 20, 2025 ~ 1:30 PM
LAMPERS Building, First Floor Executive Conference Room
7722 Office Park Blvd. Baton Rouge, LA 70809

This meeting will be available via Zoom (see link below). Members of the public are encouraged to provide comments on the Zoom chat function. Information regarding matters on the agenda and/or disability accommodation requests may be submitted via email to the Executive Director at info@localtaxboard.com or you may call the office at (225) 445-8258.

<https://us06web.zoom.us/j/82645273670?pwd=cvL4RU18HYCz17FPiyEMul49AP9rnw.1>

Meeting ID: 826 4527 3670, Passcode: 000032

MEMBERS & PROXIES PRESENT (P) / ABSENT (A):

Members:

Dr. Janet Pope, LA School Board Executive Director	<u>A</u>
Mike Ranatza, LA Sheriff's Association Executive Director	<u>A</u>
Barney Arceneaux, LA Municipal Association Executive Director	<u>A</u>
Guy Cormier, Police Jury Association of Louisiana Executive Director	<u>A</u>
Amanda Granier, LA School Board Association Appointee – Vice Chairman	<u>P</u>
Shawn McManus, LA Sheriff's Association Appointee	<u>A</u>
Kressy Krennerich, LA Municipal Association Appointee - Chairman	<u>A</u>
Betty Jo Bourgeois, Police Jury Association of Louisiana Appointee	<u>P</u>

Proxies:

Neshelle S. Nogess, LA School Board Association, Secretary	<u>P</u>
Jessica Knight, LA Sheriff's Association	<u>A</u>
Lynette Doyle, LA Municipal Association	<u>A</u>
David Hall, Police Jury Association of Louisiana	<u>P</u>

STAFF PRESENT:

Clarence Lymon, CPA, Executive Director	<u>P</u>
Dewanna Trask, Sales Tax Analyst	<u>P</u>

OTHERS PRESENT:

Tiffani Delapasse, EBR Collector
Melanie David, WBR Collector
Andrew Kolb, LULSTB Executive Counsel
Renee Roberie, Remote Sellers Commission Executive Director
Darlene Allen, LATA Executive Director
Administrators participating via the Zoom Web Conferencing platform.

Each member of the Board received the following documents prior to the meeting:

1. Meeting Agenda – March 20, 2025
2. Meeting Minutes – February 13, 2025
3. Financial Statements – January & February 2025
4. FY 2025 YTD Budget – January & February 2025
5. Bill Payments Report – January & February 2025

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1. Roll Call

Vice Chairman Amanda Granier called the meeting to order at 1:42 PM. The secretary called the roll, and a quorum (5 members/proxies or more) was not established. Lynette Doyle was present on Zoom; however, the meeting was not a virtual meeting. Executive Director Lymon explained that by administrative guidelines, there can only be four virtual meetings in a calendar year.

Since a quorum was not established, the meeting went on as information only, and no official votes were taken.

After roll call, Vice Chairman Granier welcomed to the board: Betty Jo Bourgeois, Rapides Parish Collector and the Police Jury Association of Louisiana Appointee; and Lynette Doyle, Orleans Parish Collector and a proxy for the Louisiana Municipal Association.

There was a moment of silence for recent deaths in the families of two board members.

2. Adoption of the Agenda

3. Approval of the Minutes of the LA Uniform Local Sales Tax Board Held (2/13/2025)

4. Remote Seller Commission Update

Renee Roberie, Executive Director of the Louisiana Remote Sellers Commission, provided an update on monthly collections and distributions for the month of February 2025. The distribution was \$62.3M. For the last four months, the distributions have increased by about \$10M per month.

To date, \$1.2B has been distributed to the locals.

5. Executive Director's Report

A. Act No. 375 (2023 Regular Session) Update – Single Filing and Remittance System

1. Uniform Return and Remittance Project – Update: Executive Director Lymon outlined the following items:

- The registration component is in development, and testing begins March 31st.
- Scenarios will be provided for testing. We hope to engage all administrators in testing.
- There will be session to ensure each collector or designee can log into the testing site. The pre-testing session was held on Tuesday, March 18th, and the likely timeframe for the next testing session is between March 31 and April 3 to test the registration component.

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- The design for the combined state and local return has been presented to the vendor. The taxpayer will still have the option to file local-only returns, however, the local return will require the capture of State information.

Vice Chairperson Amanda Granier added that state information is needed for checks and balances to ensure accuracy. She also said that if you are testing, to put something in each field.

- Executive Director Lymon further stated that there will be an ability to upload documents in the registration process. He further directed the testers to test that feature to make sure the collectors can receive the document(s) in the download.

Neshelle Nogess asked if the Tuesday meeting had been recorded. Executive Director Lymon answered yes.

- Executive Director Lymon said that next week, the combined return format will be presented to the UELRRAC for approval. If accepted, he would like a formal recommendation to be made to the Board for acceptance and approval.

B. Tax Advisory Proposals Pursuant to PPM No. 50.3

1. Taxability of Magazines, Newspapers, and Periodicals - Update
2. Groceries/Meals Delivery Services – Update

Due to tax reform and regular sessions preparation, there has been no movement on these two items.

C. TaxWatch API Modification Proposal – Update

A copy of the agreement has been finalized, and we are preparing to send it to the vendor for their review. The work has been ongoing with TaxWatch and the LULSTB Website Consultant teams. We are looking to have taxpayers able to enter transaction dates and receive relevant tax rate information. January 1, 2024, is the start date for historical information. We expect completion of the project within 30 days of signing the agreement.

6. Financial Reports-January 2025 and February 2025

- A. Financial Statements**
- B. Y-T-D Budget Review**
- C. Bills Paid Review/Approval**

7. Other Business

Vice-Chairperson Amanda Granier said that although the project is still in the developmental stages for the new portal, we are looking at different avenues to have training. Additionally, our next meeting is scheduled to be held on April 10, 2025.

Public Comment

No Public Comment.

Adjournment The Board adjourned the informational meeting at 2:08 PM.