



Louisiana Uniform Local Sales Tax Board

Minutes of the Regular Meeting
Thursday, July 17, 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>P</u>
Kressy Krennerich, LA Municipal Association Appointee - Chairman	<u>P</u>
Betty Jo Bourgeois, Police Jury Association of Louisiana Appointee	<u>P</u>

Proxies:

Neshelle S. Nogess, LA School Board Association, Secretary	<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:

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. Proposed Agenda – July 17th, 2025, LULSTB Meeting
2. LULSTB Meeting Minutes: June 18th, 2025, Board Meeting
3. Budget Adoption Schedule
4. Financial Statements: June 2025
5. Y-T-D Budget Review Report: June 2025
6. Bill Payments Report: June 2025

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1. Roll Call

Chairman Krennerich called the meeting to order at 1:30 p.m., called the roll, and a quorum (5 members / proxies or more) was established.

2. Adoption of the Agenda

ON MOTION OF David Hall, SECONDED BY Amanda Granier, AND CARRIED, the Board voted to adopt the agenda for the July 17, 2025, meeting of the Louisiana Uniform Local Sales Tax Board.

3. Approval of the Minutes of the LA Uniform Local Sales Tax Board Held June 18, 2025

ON MOTION OF Shawn McManus, SECONDED BY Amanda Granier, AND CARRIED, the Board voted to adopt the minutes of the June 18, 2025, meeting of the Louisiana Uniform Local Sales Tax Board as presented.

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 May 2025.

For the July 14, 2025, distribution, \$32M, was distributed to the local jurisdictions. There was a 24% increase in the collections when compared to May 2024.

5. Executive Director's Report

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

Executive Director Lymon stated that we are currently in the return development portion of the project, and we are working through anomalies, for example, parishes that have hotel/motel returns, parking, and cigarette paper reported on their returns. Solutions are forthcoming, but we still need to check with a few jurisdictions on how certain things are managed.

There has been a “hard pivot” with the PDF (which is referred to as the return). The combined return will no longer look like an individual parish’s return; the report and fields will look the same for each jurisdiction. This has created challenges, but the Board has received lots of feedback from the B&I and Core groups.

We hope to finalize the PDF by Monday. Then testing can begin. There are challenges to the August 1 anticipated rollout date. We are 2-8 weeks away from our expected “Go Live” date once the PDF has been approved. Testing will be postponed until the PDF is completed.

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Executive Director Lymon stated that we need testers for end-to-end testing from registration to administrators receiving information into their systems of records.

Chairperson Krennerich said that every collector will have to test before going live.

Executive Director Lymon went on to explain that the project was additionally delayed, ensuring everyone has sufficient time to test. There will be minimal changes to the XML Schema, so testing should not take a long time.

The filing frequency changes are a mandatory requirement. We will have monthly and quarterly filing options. Taxpayers must file using the most frequently filed timeframe.

Amanda Granier said that it is a balanced return, so the state and the local level all need to be at the same frequency, whether monthly or quarterly.

Executive Director Lymon said that amended returns are being evaluated.

Chairperson Krennerich reiterated, as stated in UELRRAC, that in an amended return, there is no way to segregate the combined return.

Executive Director Lymon said that the SORs receive information at the back end and asked the administrators to share information with their SOR vendor. Executive Director Lymon requested that the administrators test within their SOR's test environment.

Executive Director Lymon wants to assure B&I that there will be sufficient time to test and that there will be sufficient time to address concerns.

David Hall asked if we are removing the other filing frequencies. Chairperson Krennerich answered that new registrations will be monthly.

B. TaxWatch API Modification Proposal – Update

According to Executive Director Lymon, TaxWatch has completed its portion of the project and has passed the project to the IT vendor. The vendor is currently testing and will have the board, Administrators, and others test. The functionality will allow past tax rate information to be retrieved from 1/1/2024 to the present.

The bulk lookup requires more work. The single lookup may be rolled out prior to the rollout of the bulk lookup, depending on how developer testing goes.

C. FY 2025-2026 Budget Adoption Schedule –

All facets of budget adoption have been met; the final advertisement went out in June.

6. Financial Reports

A. Financial Statements

The packet has usual and customary reports; there is nothing unusual. The annual audit is about to start.

B. Y-T-D Budget Review

Seventy-eight percent of the YTD budget has been expended. We have 12 distributions from OMV. There has been a substantial increase in interest earnings thanks to Jeff LaGrange for recommending a LAMP account to the board.

Amanda Granier asked about the audit. Executive Director Lymon said that from a financial perspective, it is a full audit.

C. Bills Paid Review/Approval

There is nothing out of the ordinary. There is a \$40K payment spillover from June for the BTA Annual Subscription.

Shawn McManus stated that he struggled to follow the Bill Payments Report. He asked if the report could include the account codes so that he could see how the payments match up. Once they are approved to pay, there is to be a 3–5 day delay in the payment in the bill payment system. There are additional costs to do same-day pay in the bill payment system.

ON MOTION OF David Hall, SECONDED BY Amanda Granier, AND CARRIED, the Board voted to approve the financials as presented by the Executive Director.

7. Other Business

None

Public Comment

None

Adjournment

ON MOTION OF Shawn McManus, SECONDED BY Betty Jo Bourgeois, AND CARRIED, the Board voted to adjourn the July 17, 2025, meeting of the Louisiana Uniform Local Sales Tax Board.

The meeting adjourned at 2:11 PM.