

Ocracoke Township Tourism Development Authority

October 15, 2018

Ocracoke Community Center 3:00 p.m.

Attending:

Amy Howard, Daphne Bennink, Martha Garrish, and Greg Honeycutt
Donnie Schumate, Hyde County Public Information Officer
Helena Stevens, OCBA Travel & Tourism Director
Kathryn Waldrop, OCBA Administrative Assistant
Absent: Wayne Clark

This meeting was called to order 3:10 pm.

Meeting Minutes:

The board reviewed the previous meeting minutes from June 11, June 20, and June 25. A **motion** to approve the meeting minutes made by Greg and seconded by Martha. Motion approved and carried.

Old Business:

In the June 25 meeting it was discussed that Amy would come up with some description for the new occupancy tax forms to residents and information about the OTTDA. Amy and Helena will work on this further and send the information out to the board.

The OTTDA is looking to get a logo, estimates were given from Element Advertising (\$400) and Jesse Davis Design Services from Manteo (\$300). A **motion** was made by Daphne to engage Jesse Davis Design Services and seconded by Greg. Motion approved and carried. The board discussed having the lighthouse incorporated in the logo with a beachy and friendly vibe.

Daphne will coordinate with Jesse on the design.

Review of Income Report:

Karin reported the Occupancy Tax revenue of \$57,261.06 from 2017/18. The June collection is included in the 2018/19 fiscal year since the collections are made on the 15th of the following month. So far, there is \$205,000 that the Occupancy Tax has collected in the 2018/19 fiscal year. Amy will forward the reports from Corrinne Gibbs to the rest of the OTTDA board.

Currently, the OTTDA is on track to meet or exceed the projected revenue of \$300k for the 2018/19 fiscal year. Corrinne suggests keeping a surplus of about \$20,000 for emergencies.

Coastal Land Trust Walkway:

The Coastal Land Trust walkway project has an overall budget of \$300,000. They will be asking for \$50,000 from the Community Foundation. Currently there has been \$45,000 raised for this project. Martha suggests working with the 3% board on the project funding. Amy will speak to Bob Chestnut of the 3% board and see if the OTTDA and the OCC Tax Board can work together during one meeting to accept requests.

Ocracoke Childcare Building:

The Ocracoke Childcare building was being pursued by the OTTDA as a potential place to have a visitor center and office space. The childcare board has decided to try and make the facility work again in the upcoming year. The OTTDA will keep an eye on the building in the event that they are unable to get the facility going.

Island Inn Project:

Tom Pahl has an update on the Island Inn Project. The demolition on the Island Inn has been done. The Outer Banks Community Foundation gave a \$15,000 grant to stabilize the building. This funding is to clean the building up until the restoration begins. They will raise the building up 3 feet and do a full restoration of the building. The plan is to have the downstairs turn into a visitor center. There is an option to have the upstairs be office space or efficiency apartments to house local workers. They are hopeful to have the restoration done in 5 years before the balloon payment of \$550,000 has to be made. The monthly mortgage payments are paid 50/50 between the OCC Tax and the OTTDA. The OPS does not want to have the responsibility of the public restrooms. Tom believes that it is possible to have the public restrooms done before the start of the 2019 season. The question is who is going to be responsible for the maintenance of the restrooms. Tom Pahl suggests that the OCBA be responsible for the maintenance/management of the public restrooms and have the OTTDA give funding to the OCBA for that expense. **Tom and Justin LeBlanc have discussed having a committee formed to work on the public restroom project.**

Office Space:

Helena would like to stress the importance of having office space. There is no office or storage space for the OCBA or the OTTDA. Currently, the equipment is being housed at the Executive Director's house and at Blackbeards Lodge. There was a discussion about possible changing the layout of the community center to house public restrooms and office space. **Daphne suggests that for the next meeting that everyone think about any possibilities of a new space that may be used at the visitor center.**

Wayne had talked to Amy about changing the by laws about the meetings. The board agreed to keep the by laws the same.

The next OTTDA meeting is scheduled for December 10 at 1pm.

Motion to adjourn made by Daphne and seconded by Martha. Motion approved and carried.

Meeting adjourned 4:23pm.