

Meeting Minutes

OCRACOKE TOWNSHIP TOURISM DEVELOPMENT AUTHORITY

February 12, 2018

The Ocracoke Township Tourism Development Authority met on Tuesday, February 12, 2018, at 3:00p.m., in the Hyde County Government Center, Multi Use Room and the Ocracoke Community Center using electronic conferencing equipment.

Attendance

Amy Howard, Chair

Martha Garrish

Wayne Clark

Greg Honeycutt

Daphne Bennink, Vice-chair (via phone)

Helena Stevens, OCBA Travel & Tourism Director

Franz Holscher, County Attorney (via phone)

Tom Pahl, Commissioner

Bill Rich, County Manager

Kris Noble, Assistant County Manager

Corrinne Gibbs, County Finance Officer

Donnie Shumate, IT Director

Lois Stotesberry, TDA Secretary

After roll call Amy Howard called the meeting to order.

Old Minutes

Greg Honeycutt moved to approve the December 13, 2017 Ocracoke Township Tourism Development Authority meeting minutes as corrected. Martha Garrish seconded the motion. The vote was unanimous.

Discussion

- **Resolution** - County Attorney Franz Holscher instructed the recently established Ocracoke TTDA that they need to create a defining board. Mr. Holscher will draft a resolution in accordance with statute. The Resolution will be added to the Hyde County Board of Commissioners April 2, 2018 meeting agenda for Board approval.
- **Contract** – County Attorney Franz Holscher informed the Ocracoke TTDA they must adopt by-laws, have a contract with Ocracoke Civic and Business Association, do a pre-audit and then establish a formal budget. Mr. Holscher referenced 1991 Occupancy Tax Ordinance establishing 3% tax and 2005 Ocracoke Township Taxing District establishing 2% additional tax for TDA. OCBA requires Board of County Commissioners approval of the TTDA contract and budget.

Secretary's Note: A copy of draft "Agreement Between Ocracoke Tourism Development Authority and Ocracoke Civic & Business Association" is attached herewith as Exhibit A and incorporated herein by reference.

- **Budget** – Hyde County Finance Officer Corrinne Gibbs discussed the requirements of a formal budget for the Ocracoke TTDA. She will provide previous occupancy tax statistics to assist the Authority with development of its budget.

- **Request for Funding** – Ocracoke Preservation Society requests approximately \$20,000.00 to be paid on the purchase of The Island Inn.

The TTDA agreed to use Chris Cavanaugh to research tourism development authorities and report findings to the Authority.

The next Ocracoke Township Tourism Development Authority meeting is scheduled for 3:00p.m. on March 9, 2018 at the Hyde County Government Center and Ocracoke Community Center using electronic conferencing equipment.

Respectfully submitted:

Minutes approved on the 12th day of March, 2018.

Amy Howard, Chairman
Ocracoke Transportation Development Authority

Attachments:

Exhibit A – Draft Agreement Between Ocracoke Township Tourism Development Authority and Ocracoke Civic & Business Association