

**Tourism Development Authority
Meeting
Tuesday, April 30, 2019
12:00pm
Town Council Chambers
504 South Broad Street
Edenton, NC 27932**

Present: Don Faircloth (came in later), Teresa Thesier, Katrina Barnes and Ben Speller and Susan Beckwith.

Absent: Frank Jones, Diane Pariseau, Tyler Russell and John Dowd

Ex-Officio Members present were Nancy Nicholls, Cathy Smith, Kevin Howard and Susanne Stallings Clerk

Guest present Win Dale and Elizabeth Bryant.

Vice Chairman Speller called the meeting to order. It was noted that since a quorum was not yet present the Board would review non-voting agenda items first.

Short Term Rental

Ms. Bryant noted that the latest draft of the short term rental ordinance has been distributed for review. It is anticipated that the document will be adopted in July. A few changes will be made including parking on the street. Homestay uses will be subject to minimum safety inspections. She noted there are about 25 in the Town now.

Board members indicated they were happy to see homestay included as well as the safety inspections.

Mr. Howard noted the County will look at the Town's ordinance once adopted and may consider something similar.

Media Committee Report

Ms. Nicholls provided the report from the Media Committee. A copy is in the meeting file labeled April 30, 2019.

Chair Faircloth joined the meeting.

Approval of Agenda

Ms. Thesier moved to approve the agenda as presented. Ms. Barnes seconded the motion. Chairman Faircloth asked for all in favor, the motion passed unanimously (5-0).

Public Comment

There was none

Consent Agenda

A. Review and acceptance of 2/26/19 minutes

Ms. Barnes moved to approve the minutes as presented. Mr. Speller seconded the motion. Chairman Faircloth asked for all in favor, the motion passed unanimously (5-0).

Financial Report

Ms. Smith provided the Finance Report and highlighted that the TDA revenues and expenditures were up. She noted that this included encumbrances for the whole year.

Budget Amendment

Ms. Smith presented the Budget amendment BA1819-059.

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
TDA			
51-3815-530-00	Co-Op Monies	34.70	
51-8150-261-01	Co-Op Office Supplies		34.70
51-3832-530-00	Co-Op Advertising	10,535.00	
51-8150-370-01	Co-Op Advertising		10,535.00
51-3839-894-00	*Music & Water Festival	115.00	
51-8150-826-00	*Music & Water Festival		115.00
	Balanced	10,684.70	10,684.70
Justification:			
<i>To amend the 2019 budget for TDA to include Co-Op and Discretionary income through March 2019</i>			

Ms. Barnes moved to approve the budget amendment as presented. Ms. Beckwith seconded the motion. Chairman Faircloth asked for all in favor, the motion passed unanimously (5-0).

Proposed 2019-20 TDA Budget

Ms. Smith reviewed the budget. A copy of the draft budget is in the meeting file labeled April 30, 2019. The Budget is \$162,029 which includes an increase of \$10,517. The increase includes the expense of the audit. Additionally there is an increase for additional occupancy tax collections, it was requested that Ms. Radke attend the next budget meeting to discuss the auditing she has performed on the short term rentals and the impact it will have on future revenues.

Ms. Stallings noted that the public hearing on the proposed budget will be at the June 25, 2019 meeting.

The Board discussed tracking the revenues from various sources (bed and breakfast, hotel, and it was noted that the legality of doing this will have to be investigate by staff in more detail.

Long Term

Welcome Signage

Ms. Nicholls will provide the Board with the proof when she get it.

Website Changes

Ms. Nicholls stated Kip is working on the changes.

Hospitality Update

Everyone shared what was going on with their organization.

Directors Report

Nancy provided the Directors report. A copy is in the meeting file labeled April 30, 2019.

Timely and Important Matters

There were none

Adjourn

Being no further business, Thesier moved to adjourn the meeting. Ms. Barnes seconded the motion. Chairman Faircloth asked for all in favor the motion passed unanimously (5-0).