



Ocracoke Township Tourism Development Authority

Board Meeting Minutes

Friday, July 15, 2022 9:00 a.m.

Meeting held virtually via Facebook Live Stream

Present (Voting): Kenny Ballance (Chair), Susie O'Neal Rockel, Lisa Landrum, Jennifer Esham, Martha Garrish (over the phone)

OTTDA Staff: Helena Stevens, Catherine Thorne, Jeffrey Dippold

I. **Call to Order**

Chair Kenny Ballance called the virtual monthly OTTDA meeting to order at 9:00 a.m.

II. **Approval of June 17, 2022 Meeting Minutes**

Jennifer Esham moved to approve the minutes, and Lisa Landrum seconded. Motion passed.

III. **Financial Discussion/Hyde County**

Jeff Dippold said he is awaiting June's final financials from Hyde County. Nothing to report. He will send out to board upon receipt.

IV. **NEW BUSINESS**

a. **Potential New Tram Stop:** Opportunity to add a new tram stop at Loop Road. Pros and cons discussed; Kenny to connect with Leigh Leighty. Discussion tabled until September meeting.

b. **Visitor Safety:** Helena Stevens is working with Avenir Bold for ideas on how to communicate safety to visitors. Suggestions include tram stops, posting on social media, local radio channels, ferry video, inclusion in packages upon booking at the hotel, rack cards at check in.

ACTION ITEM: Board members will send their safety ideas to Catherine Thorne for collation and presentation by the board at the September meeting.

c. **Office Space:** The current lease with Fesham Properties ends on August 1, 2022. After board discussion, it was decided that the office will temporarily set up the Wahab House through December 31, 2022. Martha Garrish suggested

renting an office from Silver Lake Motel. Helena will follow up and inform the board this afternoon.

V. **OLD BUSINESS**

a. **Island Inn Update**

Ken DeBarth: Things are moving along with the interiors; many dumpsters have been filled. Great progress is being made. OPS has a contract with Landmark for construction items. All tarred shingles are to be removed and replaced.

b. **Bench Project Update**

- i. The project is completed and will be removed from future agendas.

c. **Village Trash Receptacles RFP Respondent Review**

- i. RFP was issued on June 28; proposals were due and received by July 13 and reviewed by the Trash Receptacles committee on July 15.
- ii. Proposals were received from Ocracoke Transportation LLC, J. Rene Flores and Castillo Brothers.
- iii. J. Rene Flores was the vendor selected. Helena will coordinate with Mr. Flores on stops and the contract.
- iv. Discussed storage of excess cans. Donnie Shumate said they must go out for Surplus Bid if anyone wants to purchase one.

Jennifer Esham made a motion to accept the bid of J. Rene Flores, and Susie O'Neal seconded. Motion passed.

d. **OTDA Walking Map Funding/Tri-Board Meeting**

- i. TriBoard (2% / 3% / OCBA) committee met on June 20.
- ii. The discussion was general, with agreement that another meeting was needed in the Fall.
- iii. Contract with Outer Banks Distributor costs about \$1,000 per year. Responsibility of OCBA as they have the contract.

ACTION ITEM: TDA to contact OCBA and iron out details with distributors.

- e. **Tekniam Update:** (Randal Mathews) Begun physical installations of five distribution modules with limited bandwidth. The Community radio tower, Ride the Wind, Pirates Chest, the Fire Station and the Community Center tower now have DMs installed. The project received \$114,500 from the State of NC. Long term plan is to offer internet service at discounted rates.



VI. Executive Director Report

- a. Board needs to vote on Light House parking from \$2500 to \$2625 per month. Motion made by Susie O'Neal to accept new pricing on parking. Lisa Landrum seconded. Motion passed.
- b. The Ocracoke video shoot was canceled due to weather. It is tentatively rescheduled for the last week of July.
- c. The budget committee needs to meet to put together a strawman FY 23 budget.
- d. Coordinating tram map signage for shelters and trams with Jason Daniels.

VII. Public Input/Questions/Comments (No online comments)

VIII. Next Meeting Date – September 16, 2022, at 9:00 a.m.

IX. Adjourn

FY22/23 Board Meeting Dates:

20-Jan-23

16-Sep-22

18-Nov-22

17-Mar-23

19-May-23