



ACCOMMODATIONS TAX ADVISORY COMMITTEE
9:00am, Thursday, February 11, 2021
Virtual Meeting via Zoom call due to COVID-19 Pandemic
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>

MINUTES

1. Call to order

Present: Rusty Williamson, Julise Spell, Doug Truslow, Ray Burns

Absent: David Nelson, Malcolm Burgiss

Staff Present: Asst. Administrator Hanna, Treasurer Suggs

2. Election of Chair and Vice Chair

Mr. Williamson nominated Mr. Burgiss as Chair of the ATAX Committee. There being no second the motion failed.

MOTION: Mr. Williamson made a motion to defer the election of the Chair and Vice Chair to the next meeting. Mr. Truslow seconded the motion. The motion passed unanimously.

3. Approval of the previous meeting's minutes – June 16,2020

Mr. Williams made a motion to approve the minutes of the June 16, 2020 meeting, and Ms. Spell seconded the motion. A vote was taken as follows:

Ayes: Williamson, Spell

Abstain: Truslow, Burns

The motion failed. The approval of the June 16, 2020 minutes will be placed on the next meeting agenda.

3. Financial Statements – Treasurer Suggs

Treasurer Suggs stated the total ATAX fund balance is just over \$2M as of 1/31/2021. She reviewed revenues received from the State. She then reviewed the FY21 expenditures including public restroom operations, beach barrels and Front Beach trash pickup service, City website maintenance, debt service on the Marina bond, Recreation Department playground equipment, various sponsorships like the IOP Connector Walk/Run, and the quarterly payments to the CVB representing 30% of ATAX funds (as required by law).

Committee member discussed the source of ATAX funds as being generated by people spending the night on the island. Among other efforts, the funds are used to create a better and safer place for visitors and residents. Treasurer Suggs is forecasting the ATAX revenues to be \$2M this year and to be back at pre-COVID levels or better next year.

4. **Old Business -- none**

5. **New Business**

A. **Discussion and consideration of new Accommodations Tax Advisory Board grant application and informational documentation for applicants**

Asst. Administrator Hanna thanked Mr. Truslow for his work in updating the grant applications so that it more clearly lays out the process. He briefly reviewed the changes made to the forms.

MOTION: Mr. Williamson made a motion to approve the forms as presented. Mr. Burns seconded the motion. The motion passed unanimously.

Asst. Administrator Hanna said the forms will be uploaded to the City's website.

B. **Discussion of FY22 Budget**

Treasurer Suggs said the FY22 ATAX budget is expected to support similar efforts as those highlighted in the FY21 budget. Some projected FY22 expenses include two new police vehicles, debt service on the new ladder truck, 25% of the cost of the new fire truck, SCBA apparatus replacement, a Z-track power mower, City events, and the operation of the Front Beach public restrooms.

She explained to the Committee members this is the preliminary version of the budget and they will review another draft allowing them to offer changes and additions before making their recommendation to the City Council for final approval.

Asst. Administrator Hanna explained the process, "We are just presenting it [the budget] for it to be heard and understood and for you to collect your thoughts, and then come back. Eventually we will ask for a recommendation."

Treasurer Suggs added, "We are asking for at that point is for the Committee to say we agree with this. There is nothing that looks totally out of line, and we would recommend that Council approve this. Ultimately, Council has the final decision over the budget... We do want to present it to you that way you will have the opportunity to have your say and vote on a recommendation." She further noted that Committee approval is an important part of the report that goes to the TERC.

6. **Miscellaneous Business**

The next meeting of the ATAX Committee will Friday, March 19, 2021 at 9am.

7. **Adjournment**

Mr. Truslow made a motion to adjourn, and Mr. Burns seconded the motion. The meeting was adjourned at 10:00am.

Respectfully submitted,

Nicole DeNeane
City Clerk