

DARE COUNTY TOURISM BOARD MEETING
THURSDAY, MAY 20, 2021
9:00 A.M.
OUTER BANKS VISITORS BUREAU ADMINISTRATIVE OFFICES
ONE VISITORS CENTER CIRCLE
MANTEO, NC 27954

AGENDA

- I. Call to Order
- II. Pledge of Allegiance & Moment of Silence
- III. Approval of Agenda
- IV. Approval of Minutes from the April 15, 2021 Meeting
- V. Public Comments
- VI. **9:15 A.M.** Public Hearing for Dare County Tourism Board Proposed Fiscal Year 2021-2022 Budget-Budget & Finance Chair
- VII. Steering Committee Report-Chair
 - 1. Outer Banks Visitors Bureau Administrative Office Remodel Contract Recommendation
- VIII. Budget & Finance Report-Budget & Finance Committee Chair
 - 1. Monthly Financial Reports
 - 2. Proposed Budget for Fiscal Year 2021-2022 Update
- IX. Outer Banks Visitors Bureau Updates
- X. Old Business
 - 1. Event Site-Nags Head Ownership Interests Purchase Contract
- XI. New Business
- XII. Board Member Comments
- XIII. Set Date, Time, and Place of Next Meeting
- XIV. Adjournment

**RECORD OF MINUTES
DARE COUNTY TOURISM BOARD
THURSDAY, APRIL 15, 2021
9:00 A.M.
OUTER BANKS VISITORS BUREAU ADMINISTRATIVE OFFICES
MANTEO, NC 27954**

ATTENDING:

In-Person: Jeff Pruitt, Chair; Ervin Bateman, Treasurer; Webb Fuller, Secretary; Bambos Charalambous, Leo Holland, and Bobby Owens.

Via GoToMeeting: Tim Cafferty, Vice-Chair; Monica Thibodeau (arrived at 9:20 a.m.), Assistant Treasurer; Doug Brindley; Jamie Chisholm, Karen Loopman-Davis, Ivy Ingram, and Jay Wheless, Legal Counsel.

EXCUSED ABSENCE: Donna Peele.

STAFF:

Lee Nettles, Executive Director (in person)
Diane Bognich, Director of Administration (in person)
Amy Wood, Clerk to the Board/Administrative Specialist (in person)
Stephanie Hall, Senior Content Coordinator (in person)
Lorrie Love, Tourism Sales and Events Manager (GoToMeeting)
Aaron Tuell, Public Relations Manager (GoToMeeting)

OTHERS ATTENDING:

Via GoToMeeting: Michael Zehner, Town of Nags Head Planning & Development Director

In Person: Dave Hallac, Superintendent, Outer Banks Group, National Park Service; Philip Ruckle, *The Coastland Times*; and John DeLucia, Albemarle & Associates.

The meeting was called to order at 9:00 a.m. The Board then recited the pledge of allegiance, followed by a moment of silence.

APPROVAL OF AGENDA: Mr. Holland moved to approve the agenda. Second by Mr. Charalambous. There was no discussion.

Yes: Ervin Bateman, Doug Brindley, Tim Cafferty, Bambos Charalambous, Jamie Chisholm, Webb Fuller, Leo Holland, Ivy Ingram, Karen Loopman-Davis, Bobby Owens, and Jeff Pruitt.

No: None. The motion passed unanimously (11-0).

APPROVAL OF MINUTES: Mr. Bateman moved to approve the meeting minutes from March 18, 2021 meeting. Second by Mr. Holland. There was no discussion.

Yes: Ervin Bateman, Doug Brindley, Tim Cafferty, Bambos Charalambous, Jamie Chisholm, Webb Fuller, Leo Holland, Ivy Ingram, Karen Loopman-Davis, Bobby Owens, and Jeff Pruitt.

No: None. The motion passed unanimously (11-0).

PUBLIC COMMENTS: There were no public comments made. No written comments were received.

PRESENTATION: Superintendent Hallac provided a Year in Review presentation (attachment A).

SOUNDSIDE EVENT SITE COMBINED CONDITIONAL USE PERMIT DISCUSSION: Lee Nettles reviewed the past discussions regarding the combined Conditional Use Permit for the parcels at the Event Site. Michael Zehner explained his rationale for amending the existing Designated Public Event Site Conditional Use Permit (CUP) to combine the three properties (former South Beach Grill site, Dairy Queen, and Pamlico Jacks). The Board discussed their thoughts behind not combining the parcels at this time and queried if a Memorandum of Understanding (MOU) would be an acceptable compromise. Mr. Bateman moved to begin discussions with the Town of Nags Head for a MOU. There was no second; however, the Chair did not declare the motion dead.

Michael Zehner explained that a MOU would not be sufficient in this case. Mr. Bateman withdrew his motion. Following discussion, Legal Counsel suggested that staff work with the Town to obtain a draft CUP to see what the document would contain. The Board discussed this idea. Michael Zehner stated he “would be happy to give you a draft of our recommendations to the Planning Board.”

Mr. Holland moved to direct staff and the Board Attorney to get a rough draft of the [Combined] Conditional Use Permit. Second by Mr. Cafferty.

Yes: Ervin Bateman, Doug Brindley, Tim Cafferty, Bambos Charalambous, Jamie Chisholm, Webb Fuller, Leo Holland, Ivy Ingram, Karen Loopman-Davis, Bobby Owens, Jeff Pruitt, and Monica Thibodeau.

No: None. The motion passed unanimously (12-0).

STEERING COMMITTEE: The Board reviewed the agreement with Albemarle & Associates for engineering and design of a boardwalk at the event site. Mr. Fuller noted the desire that the boardwalk have piers and allow access to sandy bottom areas. Lee Nettles noted there would be periods for both the Board and public to weigh in on the design. Following discussion, Mr. Charalambous moved to approve agreement with Albemarle & Associates. Second by Mr. Bateman.

Yes: Ervin Bateman, Doug Brindley, Tim Cafferty, Bambos Charalambous, Jamie Chisholm, Webb Fuller, Leo Holland, Ivy Ingram, Karen Loopman-Davis, Bobby Owens, Jeff Pruitt, and Monica Thibodeau.

No: None. The motion passed unanimously (12-0).

Mr. Fuller was excused at 10:46 a.m.

BUDGET AND FINANCE REPORT: Mr. Bateman reviewed the meals and occupancy receipts received. Receipts for fiscal year 2020-2021 are up 14.99% compared to 2019-2020 actual receipts.

PROPOSED BUDGET FOR FISCAL YEAR 2021-2022: Diane Bognich reviewed the proposed budget. There were no questions at this time. Mr. Bateman moved to set the Public Hearing for Fiscal Year 2021-2022 Budget for May 20, 2021 at 9:15 a.m. at the Outer Banks Visitors Bureau Administrative Offices. Second by Mr. Holland.

Yes: Ervin Bateman, Doug Brindley, Tim Cafferty, Bambos Charalambous, Jamie Chisholm, Leo Holland, Ivy Ingram, Karen Loopman-Davis, Bobby Owens, Jeff Pruitt, and Monica Thibodeau.

No: None. The motion passed unanimously (11-0).

Mr. Fuller was excused from the meeting and did not vote.

OUTER BANKS VISITORS BUREAU UPDATES: Lee Nettles reviewed the:

- Stewardship presentation with the Manteo Rotary Club
- Industry Partner webinar with Google
- Tourism Summit for May has been cancelled; however, the webinars will continue.
- VisitNC 365 will be virtual and free to attend
- Taste of the Beach will be an in-person event starting April 16.
- Internet, marketing, and visitation numbers
- Public Relations and Group Sales/Events efforts, including work on an African American Experience Trail and work with events at the Event Site.

OLD BUSINESS: Lee Nettles noted that there was an agreement to be finalized with the Town of Nags Head regarding the purchase of the Town's share of the Event Site. The terms agreed upon are: \$600,000 in Fiscal Year 2020-2021, with following payments being made each year for a period of 10 years; a minimum payment of 100,000 per year, and the remaining amount paid out in the final year. The final document will be brought back to the Steering Committee and full Board.

Jay Wheless reviewed a past grant award to Chicamacomico to purchase a parcel of land to enhance the public use of the historic site. While the Board created the contract [based on the old GOSPL contract] with the idea that the land would remain vacant, Chicamacomico did not have the same intent. They wished to move a historic structure to the site to enhance the overall attraction and the ability to use the land as collateral from time to time. Legal Counsel drafted a new agreement that would allow for the placement of the historic home or other development as approved by the Tourism Board from time to time, and a grant repayment reduction schedule of 10% over a 10- year period.

Ms. Thibodeau moved to approve the grant agreement as presented. Second by Mr. Charalambous.

Yes: Ervin Bateman, Doug Brindley, Tim Cafferty, Bambos Charalambous, Jamie Chisholm, Leo Holland, Ivy Ingram, Karen Loopman-Davis, Bobby Owens, Jeff Pruitt, and Monica Thibodeau.

No: None. The motion passed unanimously (11-0).

Mr. Fuller was excused from the meeting and did not vote.

NEW BUSINESS: Mr. Owens asked about the GOSPL grant for the Davis Lot in downtown Manteo and the types of things that could be placed on the lot. Legal Counsel responded that state statute dictated that these were conservation easements, and nothing could be built or placed on the land.

Following discussion, Mr. Owens moved to direct the attorney to review and brief the [Tourism] Board on the terms and conditions of the conservation easement on the Davis Lot, downtown Manteo. Second by Mr. Bateman.

Yes: Ervin Bateman, Doug Brindley, Tim Cafferty, Bambos Charalambous, Jamie Chisholm, Leo Holland, Ivy Ingram, Karen Loopman-Davis, Bobby Owens, Jeff Pruitt, and Monica Thibodeau.

No: None. The motion passed unanimously (11-0).

Mr. Fuller was excused from the meeting and did not vote.

BOARD MEMBER COMMENTS: Mr. Owens thanked the Board for the grant for the Town Commons in Manteo.

SET DATE, TIME AND PLACE OF NEXT MEETING: The next meeting is scheduled for Thursday, May 20, 2021 at 9:00 a.m. in Curtis Creech Memorial Boardroom, Outer Banks Visitors Bureau Administrative Office, Manteo, NC (virtual and in-person options available).

The Chair asked if there was any further business before the Board. Hearing none, the meeting was adjourned at 11:24 a.m.

ATTESTED:

Clerk, Dare County Tourism Board

STANDARD SHORT FORM CONTRACT BETWEEN ENGINEER AND CLIENT

Preliminary Provisions

Date

This agreement is made as of April 26, 2021, between the Client and the Engineer for Engineering Services as provided herein.

Client

Outer Banks Visitors Bureau

C/O Diane Bognich,
Director of Administration
1 Visitors Center Circle
Manteo, NC 27954

Engineer

Coastal Engineering and Surveying Inc.

4425 North Croatan Highway
PO Box 1129
Kitty Hawk, NC 27919

Project

Phase II - Renovations to the Outer Banks Visitors Bureau offices.

Compensation

Compensation for the Scope of Services to be performed under this Agreement shall be the sum of \$18,500.00 (eighteen thousand and five hundred dollars) including applicable Reimbursable Expenses if any (none expected at this time for this phase).

Article 1

Engineering Services

1.1 Standard of Care

Phase II of the Design and Engineering Services shall be performed with the care and diligence in accordance with the professional standards applicable at the time and in the location of the Project and appropriate for a project of the nature and scope of this Project.

1.2 Scope of Services

Engineering Services to be provided under this Agreement are:

Layout and Engineering Design the remodel of the work area for 2 additional office spaces for the administrative activities of the Outer Banks Visitors Bureau, redesign of the computer server location to a new predesign location, overhaul old computer and storage room to be combined with printer room into larger more spacious storage/printer room with possibility of small meeting area. Provide the design for approval of layout plan prior to engineering and final design. Once approval has been rendered to proceed with final floor plans, engineering design, construction drawings, construction procurement, and construction administration services.

Services to include:

1. Site visit to observe and verify existing facilities for confirmation of existing directed drawings by Owner to be evaluated and designed.
2. Prepare base drawings of existing facilities to prepare preliminary design for analysis and design pending approval by Owner.
3. Complete layout of offices to be redesigned and start structural, lighting, plumbing, and mechanical engineering.
4. Detailed floor and space and certified engineering drawings for construction drawings for permitting, bidding and construction by a licensed general contractor. Establish bidding schedule and advertise bid.
5. Prepare simple construction and contract documents for an 'informal bid'. Provide contractors support and a pre-bid conference, establish construction schedule and logistics.
6. Support owner with bid evaluations and contractor selection.
7. Provide preconstruction conference and provide order to commence construction and review contractor schedule for approval. Review submittals. Work supervision.
8. Final schedule and substantial completion documents. Punch list review and approval.
9. Evaluate and approve payments and final payments for the owner.
10. Project closeout and evaluation.

1.3 Supplemental Services

Supplemental Services are in addition to the basic Scope of Services and, when requested in writing by the Client, shall entitle the Engineer to additional compensation beyond the compensation stated above. Supplemental Services under this Agreement expressly include but are not limited to:

- Additional work necessary for design and construction drawings, such as surveys and administration as requested by Owner if required at this stage.
- Additional coordination and administration beyond the Scope of Services for additional services and/or major modification (subject to agreement) of design by Owner.
- Changes or additions on the design scope or construction requirements subject to Owner's requirements or directives.

1.4 Changes to Approved Services

Mutually agreed major revisions to drawings of other documents shall constitute Supplemental Services when made necessary because of Client requested changes to properly discussed and previously approved drawings or other documents, or because of Client changes to previous Project budget parameters or Project requirements or unforeseen circumstances beyond Engineer's control or Owner's control (not expected at this stage).

1.5 Schedule of Performance

The Client's signature on this Agreement shall be the basis for the Engineer to provide services for the Project. The Engineer shall perform services as expeditiously as is consistent with the standard of care described in section 1.1, above.

Article 2

Client's Responsibilities

2.1 Information

The Owner shall provide data about the site and other information on which the design is to be based as well as Owner's budget parameters for the Project. The Engineer shall be entitled to rely on the accuracy and completeness of information provided by the Owner. Owner to provide all available information related to the project and to collaborate with coordination and meetings as required by the engineer to perform the necessary work to perform engineer's duties for design, construction, and contract administration.

2.2 Budget

The Engineer shall reasonably strive to propose designs and prepare documents consistent with the Owner's budget parameters. If provided by the Engineer as part of the Scope of Services, opinions of probable construction costs are based on the Engineer's familiarity with the engineering construction industry and are provided only to assist the Owner's budget planning. Such opinions shall not be construed to provide a guarantee or warranty that the actual construction costs will be within the Project budget parameters at the time construction bids are solicited or construction contracts negotiated.

2.3 Approvals

The Owner's decisions, approvals, reviews, and responses shall be communicated to the Engineer in a timely manner so as not to delay the performance of the Engineering Services. Engineer does not and cannot warranty reviewing agencies approvals.

2.4 Project Permit and Review Fees

The Owner shall pay all fees required to secure jurisdictional approvals for the Project and reimbursables such as cost of additional plans and fees paid by the Engineer.

Article 3 Ownership of Documents

The Engineer shall be deemed the author and owner of all documents and deliverables developed pursuant to this Agreement and provided to the Owner by the Engineer (collectively, the "Design Materials"). Subject to payment by the Owner of all fees and Reimbursable Expenses owned to the Engineer, the Engineer grants to the Client an irrevocable, non-exclusive license to reproduce the Design Materials solely for the construction of the Project and for information and reference with respect to the uses of the Project.

Article 4 Engineer Compensation

- 4.1** Compensation for the Engineering Services performed under this Agreement shall be as indicated in the Preliminary Provisions and Reimbursable Expenses as defined below. Supplemental Services, when requested in writing by the Owner, shall require additional compensation to be determined on an hourly basis or on the basis of a negotiated fee.

- 4.2** Reimbursable Expenses are expenditures made by the Engineer, its employees, and consultants in the interest of the Project plus an administrative fee of 18 %. Reimbursable Expenses include but are not limited to travel expense, costs of reproduction of documents, postage, services of professional consultants which cannot be quantified at the time of contracting, and other, similar, direct Project-related expenditures.
- 4.3** Monthly payments to the Engineer shall be based on (1) the percentage of the Scope of Services completed and shall include payments for (2) Supplemental Services performed, and (3) Reimbursable Expenses incurred.
- 4.4** Payments are due and payable 15 days from the date of the Engineer's invoice. Invoiced amounts unpaid 45 days after the invoice date shall be deemed overdue and shall accrue 1.5 % simple interest per month. At the Engineer's option, overdue payments may be grounds for termination or suspension of services.
- 4.5** If through 'no fault of the Engineer', the Scope of Services to be provided under this Agreement has not been completed, the compensation for services rendered after that time period shall be equitably adjusted.
- 4.6** Owner and Engineer may terminate services at any time provide payment for work performed is anticipated prior to termination of the contract as stated in Article 7 below.

Article 5

Indemnification

Owner and Engineer each agree to indemnify and hold harmless the other, and their respective officers, employees, and representatives, from and against liability for losses, damages, and expenses, including reasonable attorneys' fees, to the extent such losses, damages, or expenses are caused by the indemnifying party's negligent acts, errors, or negligence of Owner and Engineer, they shall be borne by each party in proportion to its negligence. Owner warrants that proper insurance is maintained on the facilities while the renovation work is carried on.

Article 6
Dispute Resolution

6.1 If a dispute arises out of or relates to this Agreement, the parties shall endeavor to resolve their differences first through direct discussions. If the dispute has not be settled within 14 days of the initial discussions, the parties shall submit the dispute to mediation, the cost of which shall be shared equally by the parties.

6.2 Nothing in these provisions shall limit rights or remedies not expressly waived underapplicable lien laws.

Article 7
Termination

This Agreement may be terminated by either party on seven (7) days' written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination, provided the defaulting party has not cured or in good faith diligently commenced to cure the breach during the 7-day notice period.

Article 8
Contract Completion

This Agreement end to be determined by both parties depending on construction requirements. Agreement may be extended by written consent from both parties.

Article 9
Other Terms and Conditions

9.1 Assignment

Neither party shall assign their interest in the Agreement without the express written consent of the other, except as to the assignment of proceeds.

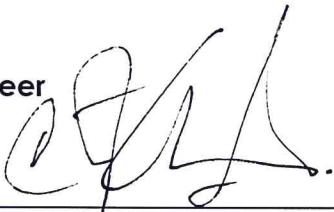
9.2 Governing Law

The law in effect at the Engineers principal place of business shall govern this Agreement.

9.3 Complete Agreement

This Agreement represents the entire understanding between the Owner and the Engineer and supersedes all prior negotiations, representation, or agreements whether written or oral with respect to its subject matter. The person(s) signing this Agreement on behalf of the parties hereby individually warrant that they have full legal power to execute this Agreement on behalf of the respective parties and to bind and obligate the parties with respect to all provisions contained herein. This Agreement may be amended only in a writing signed by both the Owner and the Engineer.

Engineer



Carlos F Gomez, President
Coastal Engineering & Surveying, Inc.

Date

Owner

Outer Banks Visitors Bureau

Date

**BUDGET & FINANCE PROJECTIONS
OCCUPANCY & MEALS FY 2020-2021**

FISCAL YEAR		PROJECTED FY 20-21	ACTUAL FY 20-21	+/- \$	+/- %
<i>JUNE EARNED</i>	OCCUPANCY	\$909,480.00	\$1,031,085.56	\$121,605.56	13.37%
<u>JULY RECEIVED</u>	MEALS	<u>\$240,750.00</u>	<u>\$343,466.82</u>	<u>\$102,716.82</u>	<u>42.67%</u>
		\$1,150,230.00	\$1,374,552.38	\$224,322.38	19.50%
<i>JULY EARNED</i>	OCCUPANCY	\$1,168,710.00	\$1,522,968.88	\$354,258.88	30.31%
<u>AUGUST RECEIVED</u>	MEALS	<u>\$329,000.00</u>	<u>\$378,907.71</u>	<u>\$49,907.71</u>	<u>15.17%</u>
		\$1,497,710.00	\$1,901,876.59	\$404,166.59	26.99%
<i>AUGUST EARNED</i>	OCCUPANCY	\$1,150,000.00	\$1,386,698.87	\$236,698.87	20.58%
<u>SEPT RECEIVED</u>	MEALS	<u>\$342,600.00</u>	<u>\$342,807.39</u>	<u>\$207.39</u>	<u>0.06%</u>
		\$1,492,600.00	\$1,729,506.26	\$236,906.26	15.87%
<i>SEPTEMBER EARNED</i>	OCCUPANCY	\$409,385.00	\$646,711.02	\$237,326.02	57.97%
<u>OCT RECEIVED</u>	MEALS	<u>\$220,225.00</u>	<u>\$312,640.42</u>	<u>\$92,415.42</u>	<u>41.96%</u>
		\$629,610.00	\$959,351.44	\$329,741.44	52.37%
<i>OCTOBER EARNED</i>	OCCUPANCY	\$217,800.00	\$411,520.36	\$193,720.36	88.94%
<u>NOV RECEIVED</u>	MEALS	<u>\$180,100.00</u>	<u>\$220,333.19</u>	<u>\$40,233.19</u>	<u>22.34%</u>
		\$397,900.00	\$631,853.55	\$233,953.55	58.80%
<i>NOVEMBER EARNED</i>	OCCUPANCY	\$90,900.00	\$149,613.81	\$58,713.81	64.59%
<u>DEC RECEIVED</u>	MEALS	<u>\$114,400.00</u>	<u>\$133,492.34</u>	<u>\$19,092.34</u>	<u>16.69%</u>
		\$205,300.00	\$283,106.15	\$77,806.15	37.90%
<i>DECEMBER EARNED</i>	OCCUPANCY	\$43,300.00	\$99,622.05	\$56,322.05	130.07%
<u>JAN RECEIVED</u>	MEALS	<u>\$90,800.00</u>	<u>\$129,244.28</u>	<u>\$38,444.28</u>	<u>42.34%</u>
		\$134,100.00	\$228,866.33	\$94,766.33	70.67%
<i>JANUARY EARNED</i>	OCCUPANCY	\$69,200.00	\$221,256.93	\$152,056.93	219.74%
<u>FEB RECEIVED</u>	MEALS	<u>\$65,990.00</u>	<u>\$96,377.22</u>	<u>\$30,387.22</u>	<u>46.05%</u>
		\$135,190.00	\$317,634.15	\$182,444.15	134.95%
<i>FEBRUARY EARNED</i>	OCCUPANCY	\$47,800.00	\$167,212.81	\$119,412.81	249.82%
<u>MARCH RECEIVED</u>	MEALS	<u>\$72,455.00</u>	<u>\$92,066.71</u>	<u>\$19,611.71</u>	<u>27.07%</u>
		\$120,255.00	\$259,279.52	\$139,024.52	115.61%
<i>MARCH EARNED</i>	OCCUPANCY	\$74,690.00	\$277,701.44	\$203,011.44	271.81%
<u>APRIL RECEIVED</u>	MEALS	<u>\$110,235.00</u>	<u>\$179,713.69</u>	<u>\$69,478.69</u>	<u>63.03%</u>
		\$184,925.00	\$457,415.13	\$272,490.13	147.35%
<i>APRIL EARNED</i>	OCCUPANCY	\$183,450.00	\$0.00	\$0.00	0.00%
<u>MAY RECEIVED</u>	MEALS	<u>\$175,685.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
		\$359,135.00	\$0.00	\$0.00	0.00%
<i>MAY EARNED</i>	OCCUPANCY	\$300,000.00	\$0.00	\$0.00	0.00%
<u>JUNE RECEIVED</u>	MEALS	<u>\$220,865.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
		\$520,865.00	\$0.00	\$0.00	0.00%
TOTALS	OCCUPANCY	\$4,181,265.00	\$5,914,391.73	\$1,733,126.73	41.45%
TO-DATE	MEALS	<u>\$1,766,555.00</u>	<u>\$2,229,049.77</u>	<u>\$462,494.77</u>	<u>26.18%</u>
		\$5,947,820.00	\$8,143,441.50	\$2,195,621.50	36.91%
TOTAL	OCCUPANCY	\$4,664,715.00			
PROJECTED	MEALS	<u>\$2,163,105.00</u>			
2020-2021		\$6,827,820.00			

CALENDAR YEAR RECEIPTS		ACTUAL	ACTUAL	+/- \$	+/- %
2020-2021		2020	2021		
DECEMBER EARNED					
JAN RECEIVED	OCCUPANCY	\$64,325.91	\$99,622.05	\$35,296.14	54.87%
	MEALS	<u>\$105,377.51</u>	<u>\$129,244.28</u>	<u>\$23,866.77</u>	<u>22.65%</u>
		\$169,703.42	\$228,866.33	\$59,162.91	34.86%
JANUARY EARNED					
FEB RECEIVED	OCCUPANCY	\$82,572.04	\$221,256.93	\$138,684.89	167.96%
	MEALS	<u>\$98,628.09</u>	<u>\$96,377.22</u>	<u>(\$2,250.87)</u>	<u>-2.28%</u>
		\$181,200.13	\$317,634.15	\$136,434.02	75.29%
FEBRUARY EARNED					
MARCH RECEIVED	OCCUPANCY	\$68,444.24	\$167,212.81	\$98,768.57	144.31%
	MEALS	<u>\$90,153.63</u>	<u>\$92,066.71</u>	<u>\$1,913.08</u>	<u>2.12%</u>
		\$158,597.87	\$259,279.52	\$100,681.65	63.48%
MARCH EARNED					
APRIL RECEIVED	OCCUPANCY	\$30,251.77	\$277,701.44	\$247,449.67	817.97%
	MEALS	<u>\$69,265.66</u>	<u>\$179,713.69</u>	<u>\$110,448.03</u>	<u>159.46%</u>
		\$99,517.43	\$457,415.13	\$357,897.70	359.63%
APRIL EARNED					
MAY RECEIVED	OCCUPANCY	\$12,691.08	\$0.00	\$0.00	0.00%
	MEALS	<u>\$37,629.09</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
		\$50,320.17	\$0.00	\$0.00	0.00%
MAY EARNED					
JUNE RECEIVED	OCCUPANCY	\$280,883.88	\$0.00	\$0.00	0.00%
	MEALS	<u>\$138,382.35</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
		\$419,266.23	\$0.00	\$0.00	0.00%
JUNE EARNED					
JULY RECEIVED	OCCUPANCY	\$1,031,085.56	\$0.00	\$0.00	0.00%
	MEALS	<u>\$343,466.82</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
		\$1,374,552.38	\$0.00	\$0.00	0.00%
JULY EARNED					
AUGUST RECEIVED	OCCUPANCY	\$1,522,968.88	\$0.00	\$0.00	0.00%
	MEALS	<u>\$378,907.71</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
		\$1,901,876.59	\$0.00	\$0.00	0.00%
AUGUST EARNED					
SEPT RECEIVED	OCCUPANCY	\$1,386,698.87	\$0.00	\$0.00	0.00%
	MEALS	<u>\$342,807.39</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
		\$1,729,506.26	\$0.00	\$0.00	0.00%
SEPTEMBER EARNED					
OCT RECEIVED	OCCUPANCY	\$646,711.02	\$0.00	\$0.00	0.00%
	MEALS	<u>\$312,640.42</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
		\$959,351.44	\$0.00	\$0.00	0.00%
OCTOBER EARNED					
NOV RECEIVED	OCCUPANCY	\$411,520.36	\$0.00	\$0.00	0.00%
	MEALS	<u>\$220,333.19</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
		\$631,853.55	\$0.00	\$0.00	0.00%
NOVEMBER EARNED					
DEC RECEIVED	OCCUPANCY	\$149,613.81	\$0.00	\$0.00	0.00%
	MEALS	<u>\$133,492.34</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
		\$283,106.15	\$0.00	\$0.00	0.00%
Total To Date	Occupancy	\$245,593.96	\$765,793.23	\$520,199.27	211.81%
	Meals	<u>\$363,424.89</u>	<u>\$497,401.90</u>	<u>\$133,977.01</u>	<u>36.87%</u>
		\$609,018.85	\$1,263,195.13	\$654,176.28	107.41%
Total for Year	OCCUPANCY	\$5,687,767.42			
	MEALS	<u>\$2,271,084.20</u>			
		\$7,958,851.62			

OCCUPANCY & MEALS FY 2020-2021

ACTUAL RECEIPTS

FISCAL YEAR RECEIPTS		ACTUAL FY 19-20	ACTUAL FY 20-21	+/- \$	+/- %
<i>JUNE EARNED</i>	OCCUPANCY	\$1,019,991.19	\$1,031,085.56	\$11,094.37	1.09%
<u>JULY RECEIVED</u>	MEALS	<u>\$399,780.43</u>	<u>\$343,466.82</u>	<u>(\$56,313.61)</u>	<u>-14.09%</u>
		\$1,419,771.62	\$1,374,552.38	(\$45,219.24)	-3.18%
<i>JULY EARNED</i>	OCCUPANCY	\$1,106,543.73	\$1,522,968.88	\$416,425.15	37.63%
<u>AUGUST RECEIVED</u>	MEALS	<u>\$472,600.66</u>	<u>\$378,907.71</u>	<u>(\$93,692.95)</u>	<u>-19.82%</u>
		\$1,579,144.39	\$1,901,876.59	\$322,732.20	20.44%
<i>AUGUST EARNED</i>	OCCUPANCY	\$1,386,583.82	\$1,386,698.87	\$115.05	0.01%
<u>SEPT RECEIVED</u>	MEALS	<u>\$427,333.95</u>	<u>\$342,807.39</u>	<u>(\$84,526.56)</u>	<u>-19.78%</u>
		\$1,813,917.77	\$1,729,506.26	(\$84,411.51)	-4.65%
<i>SEPTEMBER EARNED</i>	OCCUPANCY	\$456,102.94	\$646,711.02	\$190,608.08	41.79%
<u>OCT RECEIVED</u>	MEALS	<u>\$245,359.41</u>	<u>\$312,640.42</u>	<u>\$67,281.01</u>	<u>27.42%</u>
		\$701,462.35	\$959,351.44	\$257,889.09	36.76%
<i>OCTOBER EARNED</i>	OCCUPANCY	\$225,976.76	\$411,520.36	\$185,543.60	82.11%
<u>NOV RECEIVED</u>	MEALS	<u>\$196,138.50</u>	<u>\$220,333.19</u>	<u>\$24,194.69</u>	<u>12.34%</u>
		\$422,115.26	\$631,853.55	\$209,738.29	49.69%
<i>NOVEMBER EARNED</i>	OCCUPANCY	\$115,681.16	\$149,613.81	\$33,932.65	29.33%
<u>DEC RECEIVED</u>	MEALS	<u>\$122,310.47</u>	<u>\$133,492.34</u>	<u>\$11,181.87</u>	<u>9.14%</u>
		\$237,991.63	\$283,106.15	\$45,114.52	18.96%
<i>DECEMBER EARNED</i>	OCCUPANCY	\$64,325.91	\$99,622.05	\$35,296.14	54.87%
<u>JAN RECEIVED</u>	MEALS	<u>\$105,377.51</u>	<u>\$129,244.28</u>	<u>\$23,866.77</u>	<u>22.65%</u>
		\$169,703.42	\$228,866.33	\$59,162.91	34.86%
<i>JANUARY EARNED</i>	OCCUPANCY	\$82,572.04	\$221,256.93	\$138,684.89	167.96%
<u>FEB RECEIVED</u>	MEALS	<u>\$98,628.09</u>	<u>\$96,377.22</u>	<u>(\$2,250.87)</u>	<u>-2.28%</u>
		\$181,200.13	\$317,634.15	\$136,434.02	75.29%
<i>FEBRUARY EARNED</i>	OCCUPANCY	\$68,444.24	\$167,212.81	\$98,768.57	144.31%
<u>MARCH RECEIVED</u>	MEALS	<u>\$90,153.63</u>	<u>\$92,066.71</u>	<u>\$1,913.08</u>	<u>2.12%</u>
		\$158,597.87	\$259,279.52	\$100,681.65	63.48%
<i>MARCH EARNED</i>	OCCUPANCY	\$30,251.77	\$277,701.44	\$247,449.67	817.97%
<u>APRIL RECEIVED</u>	MEALS	<u>\$69,265.66</u>	<u>\$179,713.69</u>	<u>\$110,448.03</u>	<u>159.46%</u>
		\$99,517.43	\$457,415.13	\$357,897.70	359.63%
<i>APRIL EARNED</i>	OCCUPANCY	\$12,691.08	\$0.00	\$0.00	0.00%
<u>MAY RECEIVED</u>	MEALS	<u>\$37,629.09</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
		\$50,320.17	\$0.00	\$0.00	0.00%
<i>MAY EARNED</i>	OCCUPANCY	\$280,883.88	\$0.00	\$0.00	0.00%
<u>JUNE RECEIVED</u>	MEALS	<u>\$138,382.35</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
		\$419,266.23	\$0.00	\$0.00	0.00%
<i>TOTAL TO DATE</i>	OCCUPANCY	\$4,556,473.56	\$5,914,391.73	\$1,357,918.17	29.80%
	MEALS	<u>\$2,226,948.31</u>	<u>\$2,229,049.77</u>	<u>\$2,101.46</u>	<u>0.09%</u>
		\$6,783,421.87	\$8,143,441.50	\$1,360,019.63	20.05%
TOTAL	OCCUPANCY	\$4,850,048.52			
ACTUAL	MEALS	<u>\$2,402,959.75</u>			
2019-2020		\$7,253,008.27			

Dare County Gross Collections on Retail Sales

	2021	2020	2019	2018	2017	2016	Variance 2021-2020	Percent Change
January	4,657,080	3,809,146	3,518,081	3,585,781	3,246,772	2,766,539	847,934	22.26%
February	4,749,304	3,323,370	3,026,989	2,738,341	2,728,504	2,289,103	1,425,934	47.11%
March		3,077,829	2,831,112	2,829,152	2,812,630	2,280,537		0.00%
April		3,465,302	4,266,897	3,948,431	3,729,748	3,547,074		0.00%
May		2,728,392	5,501,100	4,861,088	5,084,042	4,011,689		0.00%
June		5,686,714	7,096,777	6,558,353	6,355,380	5,676,881		0.00%
July		12,370,251	11,321,288	10,815,908	10,038,975	9,085,195		0.00%
August		13,794,215	13,178,541	12,870,106	12,961,419	12,153,647		0.00%
September		12,478,041	11,799,596	10,996,721	10,694,311	10,634,932		0.00%
October		9,103,596	6,834,818	6,542,087	7,181,012	6,631,836		0.00%
November		6,925,862	5,191,614	4,932,146	4,698,891	4,294,600		0.00%
December		5,029,105	3,874,539	3,719,123	3,759,730	3,904,190		0.00%
YTD	9,406,384	7,132,516	6,545,070	6,324,122	5,975,276	5,055,642	2,273,868	31.88%
TOTAL	9,406,384	81,791,823	78,441,352	74,397,237	73,291,414	67,276,223		
YTD % Change	31.88%	8.98%	3.49%	5.84%	18.19%	6.77%		
Total % Change	31.88%	4.27%	5.44%	1.51%	8.94%	6.70%		

Outer Banks Visitors Bureau Gross Occupancy Summary 2008-2021														
	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
January	22,515,577	8,223,680	6,272,045	7,115,084	7,131,148	6,278,051	5,968,549	4,638,247	5,037,412	4,289,234	4,628,765	4,494,306	4,171,787	3,571,786
February	16,833,409	6,788,236	6,004,609	5,205,555	4,938,755	3,599,607	3,283,399	2,946,032	2,968,109	3,213,823	2,878,117	2,386,002	2,231,381	2,642,080
March	28,050,784	3,538,436	9,370,541	9,356,430	7,159,836	7,924,692	5,399,408	5,159,003	6,338,567	5,450,681	4,090,156	3,572,289	3,815,488	5,502,196
April		715,316	22,183,138	18,054,916	19,822,692	13,435,059	12,880,393	13,868,051	10,858,691	13,793,507	12,489,121	10,593,724	11,079,765	8,899,988
May		28,192,673	36,428,842	32,964,383	32,005,253	29,786,428	29,618,042	27,441,496	23,051,832	23,748,969	23,011,015	20,819,112	21,820,610	20,903,445
June		103,467,906	102,003,266	94,643,779	79,240,527	74,166,862	78,981,510	77,865,332	74,033,596	70,913,978	60,241,630	59,386,630	56,771,695	65,529,705
July		152,256,684	110,890,945	134,391,620	140,228,393	130,768,381	110,515,903	108,283,329	110,660,664	111,091,066	110,207,729	101,783,465	87,373,542	92,310,020
August		139,737,864	138,805,084	108,717,337	102,930,101	107,787,704	114,304,339	107,054,063	99,755,506	87,953,893	90,043,386	93,084,681	96,469,017	95,817,540
September		63,775,711	45,403,850	48,791,548	48,338,071	45,666,221	44,596,605	39,762,332	37,881,607	39,568,193	36,023,228	34,282,276	34,425,803	30,653,566
October		41,364,509	22,618,642	22,503,851	21,974,957	20,839,990	19,011,742	17,273,123	15,573,451	16,062,554	16,934,908	17,000,119	15,129,892	13,961,791
November		17,053,031	11,523,953	9,965,662	10,734,352	9,132,785	7,573,884	6,873,710	6,118,063	6,038,976	6,795,253	7,062,045	6,708,504	6,392,023
December		11,266,628	6,505,201	4,706,348	4,815,968	3,624,331	3,498,490	3,058,680	4,446,831	3,057,722	2,946,610	2,381,348	3,653,289	3,710,254
YTD Total	67,399,770	18,550,352	21,647,195	21,677,069	19,229,739	17,802,350	14,651,356	12,743,282	14,344,088	12,953,738	11,597,038	10,452,597	10,218,656	11,716,062
Total	67,399,770	576,380,674	518,010,116	496,416,513	479,320,053	463,010,111	435,632,264	414,223,398	396,724,329	385,182,596	370,289,918	356,845,997	343,650,773	349,894,394
YTD % Change	263.33%	-14.31%	-0.14%	12.73%	8.02%	21.51%	14.97%	-11.16%	10.73%	11.70%	10.95%	2.29%	-12.78%	16.37%
Total % Change	263.33%	11.27%	4.35%	3.57%	5.81%	3.99%	5.17%	4.41%	3.00%	4.02%	3.77%	3.84%	-1.78%	2.92%
Month Increase/Decrease/Increase(Decrease)/Qtr	692.75%	-62.24%	0.15%	30.68%	-9.65%	46.77%	4.66%	-18.61%	16.29%	33.26%	14.50%	-6.37%	-30.66%	30.93%
Qtr 1 (Dec-Feb)	135.23%	26.70%	-0.90%	9.19%	17.33%	8.66%	2.32%	8.75%	5.87%	5.68%	-6.13%	4.15%	4.87%	9.77%
Qtr 2 (Mar-May)	692.75%	-52.27%	12.60%	2.35%	15.33%	6.78%	3.08%	15.45%	-6.38%	8.60%	13.16%	-4.71%	3.99%	0.35%
Qtr 3 (June-Aug)		12.44%	4.13%	4.76%	3.09%	2.94%	3.61%	3.08%	5.37%	3.63%	2.45%	5.67%	-5.14%	4.45%
Qtr 4 (Sept-Nov)		53.61%	-2.11%	0.26%	7.15%	6.26%	11.38%	7.28%	-3.40%	3.21%	2.41%	3.70%	10.31%	-3.07%
Note: Easter was in March for 2008, 2013, 2016. Easter in April for 2009, 2010, 2011, 2012, 2014, 2015, 2017, April 1, 2018, 2019, 2020														
For August 2009, Labor Day was 9/7; it was 9/1 in 2008														
For March 2010, a business in Salvo sent in an amended report showing they reported too much in Jan & Feb by approximately \$300,000. Adjusted gross occupancy \$3,872,289, increase of 1.48%														
For July 2010, 2011, 2016, 2017 there were 5 weekends and four in August 2010, 2011, 2016, 2017. There were 5 weekends in August 2008, 2009, 2015, 2019, 2020 and 4 weekends in July 2008, 2009, 2015, 2019, 2020														
Hurricane Earl struck on Labor Day weekend in September 2010														
Hurricane Irene struck on August 27, 2011, Hwy 12 reopens October 11														
For September 2011, a business reported negative because they returned money to guests unable to make it due to Irene. Approximately \$87,000 revenue reported in September was for August														
For June 2007, 2012, 2013, 2018 & 2019, there were 5 weekends and four in July 2007, 2012, 2013, 2018 & 2019														
Hurricane Sandy struck on October 27, 2012, Hwy 12 in KH is closed for a week, Hwy 12 on Hatteras reopens December 20														
Hurricane Arthur struck on July 4, 2014.														
For September 2015, the county received a settlement of gross OTC funds in the amount of approximately \$2,100,000.														
Hurricane Hermine struck on September 3, 2016. Hurricane Matthew struck on October 8, 2016 which was Columbus Day weekend.														
Mandatory evacuation for Hatteras Island on July 28, 2017 due to cut electric lines. Lifted August 4, 2017														
Tropical Storm Irma September 11, 2017, no evacuation orders. Mandatory evacuation for Hatteras Island Hurricane Maria September 26-28, 2017														
Hurricane Florence mandatory evacuation September 11-September 15, 2018. Tropical storm Michael on October 12, 2018, no evacuations ordered, but flooding occurred.														
For September 2018, a business reported duplicate filings in the amount of \$337,882 and was issued a refund.														
For April 2019, a business reported back filings in Manteo B&B of approximately \$670,000														
For August 2019, approximately \$19.3 million is attributable to July. About \$18 million is real estate and \$926,000 hotel/motel. If added to July, July is a decrease of about 3% and August an increase of about 10%														
Hurricane Dorian mandatory evacuations September 3-September 12, 2019.														
Dare County State of Emergency closed to visitors 3/17/20 and NRPOs 3/20/20 due to COVID-19. Reopen May 16, 2020														

Outer Banks Visitors Bureau
Gross Occupancy by Class 2017-2021

	2017	2018	2019	2020	2021	2017	2018	2019	2020	2021	2017	2018	2019	2020	2021
	Bed &	Bed &	Bed &	Bed &	Bed &	Camp-	Camp-	Camp-	Camp-	Camp-					
	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	ground	ground	ground	ground	ground	Cottage	Cottage	Cottage	Cottage	Cottage
January	21,243	9,991	21,848	18,954	69,721	50,462	56,934	149,040	101,762	197,792	39,261	77,827	57,144	60,734	73,666
February	52,546	36,814	143,923	27,050	54,287	64,152	69,405	79,720	89,994	183,108	134,203	97,209	54,050	55,880	87,169
March	76,403	65,753	85,386	29,171	136,583	123,529	186,658	249,522	63,921	692,174	149,882	184,588	160,084	65,539	206,483
April	127,482	140,738	877,315	9,994		580,729	450,715	587,966	1,930		366,481	321,223	365,960	48,233	
May	249,701	329,396	309,416	91,397		745,164	864,675	990,995	1,130,609		639,286	607,239	600,680	254,673	
June	265,719	263,476	417,010	351,108		1,431,385	1,666,397	1,830,953	2,412,414		989,369	1,196,072	1,288,613	795,837	
July	321,538	401,465	300,025	363,847		1,336,272	1,613,934	1,966,882	2,685,694		1,435,632	1,542,434	1,563,325	1,043,368	
August	230,703	295,816	369,371	373,764		890,569	1,232,064	1,510,242	1,588,143		1,415,838	1,296,981	872,728	902,896	
September	188,428	125,217	254,760	278,989		503,200	803,646	427,073	1,348,600		656,337	557,989	437,579	551,614	
October	86,645	160,079	149,153	155,303		413,901	349,366	406,219	922,352		421,919	439,412	308,779	493,509	
November	81,256	77,097	74,856	65,719		121,397	118,727	126,014	355,225		205,025	201,959	143,147	63,227	
December	61,634	18,684	82,449	106,697		48,795	32,024	59,397	149,223		110,884	91,303	55,559	214,261	
YTD Totals	150,192	112,558	251,157	75,175	260,591	238,143	312,997	478,282	255,677	1,073,074	323,346	359,624	271,278	182,153	367,318
Total	1,763,298	1,924,526	3,085,512	1,871,993	260,591	6,309,555	7,444,545	8,384,023	10,849,867	1,073,074	6,564,117	6,614,236	5,907,648	4,549,771	367,318
Month Increase	-4.33%	-13.94%	29.86%	-65.84%	368.22%	-40.70%	51.10%	33.68%	-74.38%	982.86%	-9.86%	23.16%	-13.27%	-59.06%	215.05%
YTD Increase	5.97%	-25.06%	123.14%	-70.07%	246.65%	-15.90%	31.43%	52.81%	-46.54%	319.70%	5.76%	11.22%	-24.57%	-32.85%	101.65%
Total Year Increa	-30.96%	9.14%	60.33%	-39.33%		-0.04%	17.99%	12.62%	29.41%		0.80%	0.76%	-10.68%	-22.99%	

Outer Banks Visitors Bureau
Gross Occupancy by Class 2017-2021

	2017	2018	2019	2020	2021	2018	2019	2020	2021	2017	2018	2019	2020	2021	2019	2020	2021
	Motel/	Motel/	Motel/	Motel/	Motel/	Online Travel	Online Travel	Online Travel	Online Travel	Property	Property	Property	Property	Property	Other	Other	Other
	Hotel	Hotel	Hotel	Hotel	Hotel	OTC *	OTC *	OTC *	OTC *	Management	Management	Management	Management	Management	Rental	Rental	Rental
										Agencies	Agencies	Agencies	Agencies	Agencies	Properties**	Properties**	Properties**
January	1,231,693	1,257,924	1,301,265	1,437,035	1,748,076	12,750	19,038	18,951	80,549	5,742,596	5,632,280	4,641,865	6,501,671	20,308,517		4,048,599	7,565,248
February	1,562,373	1,581,432	1,331,764	1,533,776	1,728,750	21,179	21,882	25,687	121,593	3,025,121	3,299,316	4,283,950	4,958,235	14,641,992		3,640,228	8,831,162
March	2,625,980	3,034,735	2,618,614	1,246,258	3,909,056	46,450	48,950	24,532	456,135	4,006,629	5,645,680	6,065,892	2,033,390	22,818,135		392,302	14,285,652
April	5,755,388	4,790,774	5,082,911	272,368		94,478	129,659	6,532		12,673,454	12,073,020	14,912,027	382,791			54,406	
May	7,781,122	7,657,044	8,296,802	3,148,199		223,246	148,954	188,734		22,356,377	23,236,092	25,901,180	23,445,254			7,959,755	
June	11,713,936	11,720,032	11,050,965	11,291,492		373,865	220,076	689,124		64,523,921	79,376,489	86,974,007	88,087,699			15,349,447	
July	15,241,700	13,517,098	13,333,255	16,489,187		488,402	280,756	291,105		121,406,705	116,827,701	93,189,170	131,031,173		9,774,831	14,163,157	
August	11,871,548	12,441,921	14,094,249	13,307,261		422,935	266,881	244,691		88,138,009	93,023,812	121,424,486	122,944,015		24,094,200	14,432,996	
September	6,960,599	5,190,429	6,280,715	9,374,533		127,801	128,596	495,636		39,786,449	41,912,607	37,793,636	51,755,580		5,444,607	7,502,538	
October	5,255,695	4,729,167	5,163,907	6,047,939		94,511	76,787	91,603		15,566,863	16,607,911	16,375,128	33,435,472		3,090,168	5,199,066	
November	2,754,045	2,101,808	1,972,903	1,882,898		35,749	31,815	7,333		7,540,897	7,319,364	9,080,251	14,518,005		1,659,752	894,605	
December	1,228,853	1,255,150	1,413,200	1,833,474		27,148	22,812	50,865		3,104,990	3,165,578	4,773,626	8,836,444		1,465,862	4,304,339	
YTD Totals	5,420,046	5,874,091	5,251,643	4,217,069	7,385,882	80,379	89,870	69,170	658,277	12,774,346	14,577,276	14,991,707	13,493,296	57,768,644	0	8,081,129	30,682,062
Total	73,982,932	69,277,514	71,940,550	67,864,420	7,385,882	1,968,514	1,396,206	2,134,793	658,277	387,872,011	408,119,850	425,415,218	487,929,729	57,768,644	45,529,420	77,941,438	30,682,062
Month Increase	-13.85%	15.57%	-13.71%	-52.41%	213.66%		5.38%	-49.88%	1759.35%	-7.03%	40.91%	7.44%	-66.48%	1022.17%			3541.49%
YTD Increase	-3.35%	8.38%	-10.60%	-19.70%	75.14%		11.81%	-23.03%	851.68%	12.80%	14.11%	2.84%	-9.99%	328.13%			279.68%
Total Year Increa	3.60%	-6.36%	3.84%	-5.67%			-29.07%	52.90%		6.35%	5.22%	4.24%	14.69%				

Outer Banks Visitors Bureau
Gross Occupancy by Class 2017-2021

	2017	2018	2019	2020	2021	2017	2018	2019	2020	2021
	Tmshr	Tmshr	Tmshr	Tmshr	Tmshr	Total	Total	Total	Total	Total
January	45,893	80,128	100,883	103,524	117,805	7,131,148	7,115,084	6,272,045	8,223,680	22,515,577
February	100,360	121,379	111,202	123,301	138,103	4,938,755	5,205,555	6,004,609	6,788,236	16,833,409
March	177,413	239,016	191,043	100,157	288,353	7,159,836	9,356,430	9,370,541	3,538,436	28,050,784
April	319,158	278,446	356,959	0		19,822,692	18,054,916	22,183,138	715,316	0
May	233,603	269,937	329,769	122,541		32,005,253	32,964,383	36,428,842	28,192,673	0
June	316,197	421,313	441,718	529,356		79,240,527	94,643,779	102,003,266	103,467,906	0
July	486,546	488,988	538,288	643,415		140,228,393	134,391,620	110,890,945	152,256,684	0
August	383,434	426,743	534,008	621,785		102,930,101	108,717,337	138,805,084	139,737,864	0
September	243,058	201,660	210,087	466,395		48,338,071	48,791,548	45,403,850	63,775,711	0
October	229,934	217,916	215,456	309,934		21,974,957	22,503,851	22,618,642	41,364,509	0
November	31,732	146,707	126,782	167,957		10,734,352	9,965,662	11,523,953	17,053,031	0
December	260,812	143,609	120,970	126,529		4,815,968	4,706,348	6,505,201	11,266,628	0
<i>YTD Totals</i>	<i>323,666</i>	<i>440,523</i>	<i>403,128</i>	<i>326,982</i>	<i>544,261</i>	<i>19,229,739</i>	<i>21,677,069</i>	<i>21,647,195</i>	<i>18,550,352</i>	<i>67,399,770</i>
Total	2,828,140	3,035,842	3,277,165	3,314,894	544,261	479,320,053	496,416,513	518,010,116	576,380,674	67,399,770
Month Increase	57.95%	34.72%	-20.07%	-47.57%	187.90%	-9.65%	30.68%	0.15%	-62.24%	692.75%
<i>YTD Increase</i>	132.81%	36.10%	-8.49%	-18.89%	66.45%	8.02%	12.73%	-0.14%	-14.31%	263.33%
Total Year Increa	87.86%	7.34%	7.95%	1.15%		5.81%	3.57%	4.35%	11.27%	

DARE COUNTY GROSS												
OCCUPANCY BY DISTRICT												
	2021	2020	% Increase	2021	2020	% Increase	2021	2020	% Increase	YTD 2021	YTD 2020	% Increase
	JANUARY	JANUARY	(Decrease)	FEBRUARY	FEBRUARY	(Decrease)	MARCH	MARCH	(Decrease)	TOTAL	TOTAL	(Decrease)
HATTERAS ISLAND:												
RODANTHE	1,591,344	138,440	1049.48%	813,406	165,461	391.60%	980,977	124,809	685.98%	3,385,727	428,710	689.75%
WAVES	1,202,878	173,850	591.91%	734,878	138,772	429.56%	872,163	64,020	1262.33%	2,809,919	376,642	646.05%
SALVO	2,344,520	166,784	1305.72%	1,194,950	151,036	691.17%	931,211	52,537	1672.49%	4,470,681	370,357	1107.13%
AVON	2,483,054	434,039	472.08%	1,143,301	380,590	200.40%	1,523,212	138,732	997.95%	5,149,567	953,361	440.15%
BUXTON	544,488	153,215	255.38%	364,946	162,973	123.93%	683,573	145,613	369.45%	1,593,007	461,801	244.96%
FRISCO	538,245	102,027	427.55%	226,988	89,747	152.92%	378,573	47,494	697.10%	1,143,806	239,268	378.04%
HATTERAS	1,613,376	239,225	574.42%	430,806	149,163	188.82%	657,802	107,696	510.80%	2,701,984	496,084	444.66%
TOTAL HATTERAS ISLAND	10,317,905	1,407,580	633.02%	4,909,275	1,237,742	296.63%	6,027,511	680,901	785.23%	21,254,691	3,326,223	539.00%
NORTHERN BEACHES:												
DUCK	1,852,901	973,632	90.31%	1,640,219	621,871	163.76%	3,033,091	453,220	569.23%	6,526,211	2,048,723	218.55%
SOUTHERN SHORES	909,588	431,854	110.62%	735,996	327,899	124.46%	1,187,933	69,681	1604.82%	2,833,517	829,434	241.62%
KITTY HAWK	1,306,830	746,475	75.07%	1,491,596	801,188	86.17%	2,632,886	414,239	535.60%	5,431,312	1,961,902	176.84%
COLINGTON	14,774	3,274	351.25%	20,317	6,168	229.39%	55,996	10,810	418.00%	91,087	20,252	349.77%
KILL DEVIL HILLS	3,096,270	2,055,516	50.63%	3,313,303	1,877,121	76.51%	6,741,815	918,296	634.17%	13,151,388	4,850,933	171.11%
NAGS HEAD	3,878,714	2,239,211	73.22%	3,486,075	1,513,288	130.36%	5,978,557	844,330	608.08%	13,343,346	4,596,829	190.27%
TOTAL NORTHERN BEACHES	11,059,077	6,449,962	71.46%	10,687,506	5,147,535	107.62%	19,630,278	2,710,576	624.21%	41,376,861	14,308,073	189.19%
ROANOKE ISLAND:												
MANTEO-TOWN	430,440	170,435	152.55%	236,934	143,543	65.06%	548,533	68,224	704.02%	1,215,907	382,202	218.13%
RIM (ROANOKE ISL. MAINLAND)	627,606	178,581	251.44%	878,101	235,653	272.62%	1,388,327	55,283	2411.31%	2,894,034	469,517	516.39%
TOTAL ROANOKE ISLAND	1,058,046	349,016	203.15%	1,115,035	379,196	194.05%	1,936,860	123,507	1468.22%	4,109,941	851,719	382.55%
OTC UNATTRIBUTED	80,549	17,122	370.44%	121,593	23,763	411.69%	456,135	23,452	1844.97%	658,277	64,337	923.17%
*Part of OTC transactions are reported by district. The amounts are included in KDH, KH, NH. The remaining is reported under OTC.												
TOTAL	22,515,577	8,223,680	173.79%	16,833,409	6,788,236	147.98%	28,050,784	3,538,436	692.75%	67,399,770	18,550,352	263.33%

DARE COUNTY GROSS												
MEALS BY DISTRICT												
	2021	2020	% Increase	2021	2020	% Increase	2021	2020	% Increase	YTD 2021	YTD 2020	% Increase
	JANUARY	JANUARY	(Decrease)	FEBRUARY	FEBRUARY	(Decrease)	MARCH	MARCH	(Decrease)	TOTAL	TOTAL	(Decrease)
HATTERAS ISLAND:												
RODANTHE - 15	50,251	23,211	116.50%	33,890	17,721	91.24%	90,340	29,023	211.27%	174,481	69,955	149.42%
WAVES - 19	35,760	21,957	62.86%	28,528	25,502	11.87%	168,272	68,108	147.07%	232,560	115,567	101.23%
SALVO - 18	0	0	#DIV/0!	0	0	#DIV/0!	0	0	#DIV/0!	0	0	#DIV/0!
AVON - 1	460,563	270,637	70.18%	273,292	277,555	-1.54%	620,382	220,022	181.96%	1,354,237	768,214	76.28%
BUXTON - 2	290,236	158,548	83.06%	276,338	131,822	109.63%	580,310	184,755	214.10%	1,146,884	475,125	141.39%
FRISCO - 5	63,587	149,794	-57.55%	30,632	92,226	-66.79%	141,058	9,415	1398.23%	235,277	251,435	-6.43%
HATTERAS - 6	11,248	20,554	-45.28%	279,511	39,069	615.43%	301,289	44,105	583.12%	592,048	103,728	470.77%
TOTAL HATTERAS ISLAND	911,645	644,701	41.41%	922,191	583,895	57.94%	1,901,651	555,428	242.38%	3,735,487	1,784,024	109.39%
NORTHERN BEACHES:												
DUCK - 21	1,225,101	509,944	140.24%	668,649	602,110	11.05%	1,642,094	451,567	263.64%	3,535,844	1,563,621	126.13%
SOUTHERN SHORES - 20	391,571	522,960	-25.12%	534,718	367,120	45.65%	611,725	384,555	59.07%	1,538,014	1,274,635	20.66%
KITTY HAWK - 8	1,645,334	1,799,644	-8.57%	1,641,876	1,604,718	2.32%	2,727,881	1,125,357	142.40%	6,015,091	4,529,719	32.79%
COLINGTON - 3	65,096	61,040	6.64%	86,449	111,816	-22.69%	110,296	57,273	92.58%	261,841	230,129	13.78%
KILL DEVIL HILLS - 7	2,977,039	3,030,736	-1.77%	2,843,490	3,173,984	-10.41%	5,234,303	2,362,500	121.56%	11,054,832	8,567,220	29.04%
NAGS HEAD - 14	2,059,419	1,823,494	12.94%	1,877,182	1,892,513	-0.81%	3,915,459	1,649,672	137.35%	7,852,060	5,365,679	46.34%
TOTAL NORTHERN BEACHES	8,363,560	7,747,818	7.95%	7,652,364	7,752,261	-1.29%	14,241,758	6,030,924	136.15%	30,257,682	21,531,003	40.53%
ROANOKE ISLAND:												
MANTEO-TOWN - 10	1,162,274	955,731	21.61%	855,301	779,047	9.79%	1,429,690	691,359	106.79%	3,447,265	2,426,137	42.09%
MANTEO-OUTSIDE - 11	231,731	219,443	5.60%	217,208	165,193	31.49%	278,626	188,491	47.82%	727,565	573,127	26.95%
TOTAL ROANOKE ISLAND	1,394,005	1,175,174	18.62%	1,072,509	944,240	13.58%	1,708,316	879,850	94.16%	4,174,830	2,999,264	39.20%
TOTAL	10,669,210	9,567,693	11.51%	9,647,064	9,280,396	3.95%	17,851,725	7,466,202	139.10%	38,167,999	26,314,291	45.05%

DARE COUNTY GROSS								
MEALS BY DISTRICT								
	2021	% OF	2021	% OF	2021	% OF	2021	% OF
	JANUARY	TOTAL	FEBRUARY	TOTAL	MARCH	TOTAL	TOTAL	TOTAL
AVON - 1	460,563	4.3%	273,292	2.8%	620,382	3.5%	1,354,237	3.5%
BUXTON - 2	290,236	2.7%	276,338	2.9%	580,310	3.3%	1,146,884	3.0%
COLINGTON - 3	65,096	0.6%	86,449	0.9%	110,296	0.6%	261,841	0.7%
FRISCO - 5	63,587	0.6%	30,632	0.3%	141,058	0.8%	235,277	0.6%
HATTERAS - 6	11,248	0.1%	279,511	2.9%	301,289	1.7%	592,048	1.6%
KILL DEVIL HILLS - 7	2,977,039	27.9%	2,843,490	29.5%	5,234,303	29.3%	11,054,832	29.0%
KITTY HAWK - 8	1,645,334	15.4%	1,641,876	17.0%	2,727,881	15.3%	6,015,091	15.8%
MANTEO-TOWN - 10	1,162,274	10.9%	855,301	8.9%	1,429,690	8.0%	3,447,265	9.0%
RIM (ROANOKE ISL. M	231,731	2.2%	217,208	2.3%	278,626	1.6%	727,565	1.9%
NAGS HEAD - 14	2,059,419	19.3%	1,877,182	19.5%	3,915,459	21.9%	7,852,060	20.6%
RODANTHE - 15	50,251	0.5%	33,890	0.4%	90,340	0.5%	174,481	0.5%
SALVO - 18	0	0.0%	0	0.0%	0	0.0%	0	0.0%
WAVES - 19	35,760	0.3%	28,528	0.3%	168,272	0.9%	232,560	0.6%
SOUTHERN SHORES -	391,571	3.7%	534,718	5.5%	611,725	3.4%	1,538,014	4.0%
DUCK - 21	1,225,101	11.5%	668,649	6.9%	1,642,094	9.2%	3,535,844	9.3%
TOTAL	10,669,210	100.0%	9,647,064	100.0%	17,851,725	100.0%	38,167,999	100.0%

OUTER BANKS VISITORS BUREAU
Statement of Revenues and Expenditures - Actual and Budget
General Fund - YTD thru 4/30/21

	Jul '20 - Apr 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3030 · Occupancy Tax - 75%	4,435,793.81	3,498,536.00	937,257.81	126.8%
3040 · Meals Tax - 75%	1,671,787.34	1,622,330.00	49,457.34	103.0%
3050 · Website Advertising	94,223.19	75,000.00	19,223.19	125.6%
3210 · Interest Income	35,962.90	50,145.00	-14,182.10	71.7%
3220 · Other	4,009.48	1,000.00	3,009.48	400.9%
3300 · Grant Income	21,500.00	21,500.00	0.00	100.0%
Total Income	6,263,276.72	5,268,511.00	994,765.72	118.9%
Gross Profit	6,263,276.72	5,268,511.00	994,765.72	118.9%
Expense				
5000 · Director Compensation	14,250.00	17,100.00	-2,850.00	83.3%
5001 · Professional Services	0.00	1,000.00	-1,000.00	0.0%
5002 · Director Travel/Meeting/Meals	573.13	7,000.00	-6,426.87	8.2%
5003 · Directors & Officers Insurance	3,315.00	3,315.00	0.00	100.0%
5004 · Miscellaneous Items	148.02	1,000.00	-851.98	14.8%
5010 · Salaries (Full Time) Promotion	611,759.75	719,050.00	-107,290.25	85.1%
5020 · Salaries (Part Time) Promotion	50,843.77	105,100.00	-54,256.23	48.4%
5025 · Salaries (Part Time) Welcome AB	50,252.27	83,350.00	-33,097.73	60.3%
5026 · Salaries (Part Time) Welcome RI	85,537.55	136,175.00	-50,637.45	62.8%
5030 · Payroll Taxes	60,897.37	86,940.00	-26,042.63	70.0%
5040 · Employee Insurance	135,940.09	148,200.00	-12,259.91	91.7%
5050 · Retirement	63,608.86	77,565.00	-13,956.14	82.0%
5055 · 401(k) Match	5,401.67	7,195.00	-1,793.33	75.1%
5060 · Workmens Compensation	2,075.66	2,400.00	-324.34	86.5%
5080 · Employee Relations	690.90	2,805.00	-2,114.10	24.6%
5090 · Training	1,370.44	10,100.00	-8,729.56	13.6%
5110 · Contracted Service	21,409.65	28,350.00	-6,940.35	75.5%
5140 · Audit	7,875.00	7,875.00	0.00	100.0%
5170 · Other Professional Services	2,870.00	7,300.00	-4,430.00	39.3%
5180 · Legal	5,475.00	20,500.00	-15,025.00	26.7%
5185 · Research	47,100.00	230,000.00	-182,900.00	20.5%
5190 · Administrative Advertising	489.94	1,000.00	-510.06	49.0%
5500 · Advertising-Printed	1,173,289.98	1,423,285.00	-249,995.02	82.4%
5502 · Advertising - Production Fee	74,614.02	130,000.00	-55,385.98	57.4%
5510 · Advertising - Event Dev & Mktg	3,029.00	73,100.00	-70,071.00	4.1%
5515 · Advertising - Online	1,606,044.08	2,128,915.00	-522,870.92	75.4%
5525 · Community Relations	3,116.92	24,500.00	-21,383.08	12.7%
5530 · Legal Notices	80.00	1,500.00	-1,420.00	5.3%
5560 · Brochures/Production & Printing	7,249.28	50,000.00	-42,750.72	14.5%
5580 · Promotional Aids	0.00	6,500.00	-6,500.00	0.0%
6100 · Familiarization Tours	46,001.28	115,000.00	-68,998.72	40.0%
6101 · Group sales	0.00	12,000.00	-12,000.00	0.0%
6130 · Uniforms	422.90	920.00	-497.10	46.0%
6150 · Event Grant	62,361.39	576,500.00	-514,138.61	10.8%
6170 · Tourism Summit	1,450.00	20,500.00	-19,050.00	7.1%
6200 · Postage and Delivery	88,291.45	195,200.00	-106,908.55	45.2%
6300 · Travel	943.56	40,438.00	-39,494.44	2.3%
6305 · Vehicle Maintenance	514.99	3,500.00	-2,985.01	14.7%
6320 · Registrations	1,410.00	35,000.00	-33,590.00	4.0%
6340 · Travel Show Exhibit	0.00	3,500.00	-3,500.00	0.0%
6420 · Dues and Subscriptions	23,137.01	47,810.00	-24,672.99	48.4%
6440 · Insurance	25,684.93	25,685.00	-0.07	100.0%
6460 · Telephone	29,793.59	44,045.00	-14,251.41	67.6%
6500 · Equipment	1,330.97	26,700.00	-25,369.03	5.0%
6510 · Expendable Equipment	409.90	2,700.00	-2,290.10	15.2%
6530 · Technical Support	518.85	8,500.00	-7,981.15	6.1%
6580 · Utilities	10,664.50	18,360.00	-7,695.50	58.1%
6600 · Cleaning/maintenance supplies	798.75	3,250.00	-2,451.25	24.6%
6610 · Building Maintenance	5,704.53	30,460.00	-24,755.47	18.7%
6620 · Equipment Service Contracts	2,140.15	3,500.00	-1,359.85	61.1%
6640 · Equipment Rent	15,744.12	34,000.00	-18,255.88	46.3%
6660 · Equipment Repairs	0.00	3,550.00	-3,550.00	0.0%
6700 · Office Supplies	8,362.34	22,865.00	-14,502.66	36.6%
6810 · Web Site/Internet	18,801.04	36,300.00	-17,498.96	51.8%
Total Expense	4,383,793.60	6,851,403.00	-2,467,609.40	64.0%
Net Ordinary Income	1,879,483.12	-1,582,892.00	3,462,375.12	-118.7%

OUTER BANKS VISITORS BUREAU
Statement of Revenues and Expenditures - Actual and Budget
General Fund - YTD thru 4/30/21

	Jul '20 - Apr 21	Budget	\$ Over Budget	% of Budget
Other Income/Expense				
Other Income				
9910 · Transfer from Merchandise Sales				
3100 · Sale of Merchandise				
3110 · Sales - Roanoke Island	2,378.11	5,000.00	-2,621.89	47.6%
Total 3100 · Sale of Merchandise	2,378.11	5,000.00	-2,621.89	47.6%
Total 9910 · Transfer from Merchandise Sales	2,378.11	5,000.00	-2,621.89	47.6%
9920 · Transfer from Travel Guide Fund				
3209 · Sale of Advertising	35,000.00	35,000.00	0.00	100.0%
Total 9920 · Transfer from Travel Guide Fund	35,000.00	35,000.00	0.00	100.0%
9990 · Unappropriated Fund Balance	0.00	1,818,122.00	-1,818,122.00	0.0%
Total Other Income	37,378.11	1,858,122.00	-1,820,743.89	2.0%
Other Expense				
9930 · Transfer to Merchandise				
6710 · Merchandise Purchases	1,300.43	3,000.00	-1,699.57	43.3%
6800 · Credit Card Charges	447.28	1,200.00	-752.72	37.3%
Total 9930 · Transfer to Merchandise	1,747.71	4,200.00	-2,452.29	41.6%
9950 · Transfer to Event Site Fund	273,699.00	271,030.00	2,669.00	101.0%
Total Other Expense	275,446.71	275,230.00	216.71	100.1%
Net Other Income	-238,068.60	1,582,892.00	-1,820,960.60	-15.0%
Net Income	1,641,414.52	0.00	1,641,414.52	100.0%

Outer Banks Visitors Bureau Special Revenue Fund
Statement of Revenue and Expenditures - Actual and Budget
 July 2020 through April 2021

	Jul '20 - Apr 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3030 · Occupancy Tax	1,478,597.92	1,166,179.00	312,418.92	126.8%
3040 · Meals Tax	557,262.43	540,776.00	16,486.43	103.0%
3210 · Interest	21,866.53	23,000.00	-1,133.47	95.1%
Total Income	2,057,726.88	1,729,955.00	327,771.88	118.9%
Expense				
4000 · Long - Term Projects				
4503 · Capital Improvement	0.00	461,170.00	-461,170.00	0.0%
4525 · Event Site	0.00	1,306,968.00	-1,306,968.00	0.0%
4585 · Unappropriated Long-Term	0.00	400,000.00	-400,000.00	0.0%
Total 4000 · Long - Term Projects	0.00	2,168,138.00	-2,168,138.00	0.0%
4100 · Short-Term Projects				
4633 · Dare County-Interpretive Plan	0.00	26,500.00	-26,500.00	0.0%
4637 · Town of NH-W Bypass Path Phase	487,932.00	487,932.00	0.00	100.0%
4646 · Town of KH - KH Park Trail Conn	0.00	47,592.00	-47,592.00	0.0%
4647 · TIG - Chicamacomico Cisterns	32,999.00	48,000.00	-15,001.00	68.7%
4648 · TIG - DCAC - Courtyard	0.00	90,950.00	-90,950.00	0.0%
4649 · TIG - FNAM - Handicap Access	25,750.00	25,750.00	0.00	100.0%
4650 · TIG - Duck - Pedestrian Path	0.00	147,806.00	-147,806.00	0.0%
4651 · TIG - KDH - Baum Street, Phase2	55,618.00	55,618.00	0.00	100.0%
4652 · TIG - Manteo - Town Common	0.00	371,885.00	-371,885.00	0.0%
4653 · TIG - SS - S. Dogwood Trail	0.00	260,993.00	-260,993.00	0.0%
4654 · TIG - Hatteras District-Pathways	0.00	342,640.00	-342,640.00	0.0%
4655 · TIG - KDH - Meekins Field	0.00	200,000.00	-200,000.00	0.0%
4656 · TIG - NH - Admiral Street	0.00	40,000.00	-40,000.00	0.0%
4657 · TIG - NH - Skate Park	0.00	30,000.00	-30,000.00	0.0%
4658 · TIG - NC Coast Fed - Baum Boat	0.00	40,000.00	-40,000.00	0.0%
4659 · TIG - OB Gun Club-Improve Range	0.00	12,000.00	-12,000.00	0.0%
4999 · Unappropriated Funds	0.00	64,122.00	-64,122.00	0.0%
5140 · Audit	2,625.00	2,625.00	0.00	100.0%
5160 · Fireworks	12,831.00	92,500.00	-79,669.00	13.9%
5170 · Traffic Control - Hwy 12 & 158	5,040.00	25,000.00	-19,960.00	20.2%
Total 4100 · Short-Term Projects	622,795.00	2,411,913.00	-1,789,118.00	25.8%
Total Expense	622,795.00	4,580,051.00	-3,957,256.00	13.6%
Net Ordinary Income	1,434,931.88	-2,850,096.00	4,285,027.88	-50.3%
Other Income/Expense				
Other Income				
9930 · Appropriated Fund Balance	0.00	2,850,096.00	-2,850,096.00	0.0%
Total Other Income	0.00	2,850,096.00	-2,850,096.00	0.0%
Net Other Income	0.00	2,850,096.00	-2,850,096.00	0.0%
Net Income	1,434,931.88	0.00	1,434,931.88	100.0%

**Outer Banks Visitors Bureau
Restricted Fund Summary
2019-2021**

	<u>Balance 7/1/2019</u>	<u>Allocation 2019-2020</u>	<u>Allocation Paid</u>	<u>Allocation Transferred</u>	<u>Balance 7/1/2020</u>	<u>Allocation 2020-2021</u>	<u>Allocation Paid</u>	<u>Allocation Transferred</u>	<u>Estimated Balance FY20-21</u>
<u>Short-term Projects</u>									
OB Scenic Byway - Interpretive Plan	26,500				26,500				26,500
SS Civic Assoc - Sea Oats Park, Phase II	14,178		(13,400)	(778)	0		0	0	0
Town of Duck - Pedestrian Path, Phase II	309,351		(309,351)	0	0		0	0	0
Town of NH - W. Bypass Multi-Use Phase VIII	487,932				487,932		(487,932)		0
Town of Duck - Pedestrian Path, Phase III	307,289		(296,454)	(10,835)	(0)		0	0	(0)
Town of KH - KH Park Trail Connection	47,592				47,592				47,592
TIG - Chicamacomico - Cisterns	0	48,000			48,000		(32,999)	(15,001)	0
TIG - Dare Co Arts Council - Courtyard	0	90,950			90,950				90,950
TIG - Frisco Native American - Handicapp Access	0	25,750			25,750		(25,750)		0
TIG - Town of Duck - Pedestrian Path, Phase IV	0	147,806			147,806				147,806
TIG - Town of KDH - Baum Street, Phase II	0	55,618			55,618		(55,618)		0
TIG - Town of Manteo - Manteo Common	0	221,885			221,885				221,885
TIG - Town of SS - S. Dogwood Trail	0	260,993	(260,993)		0		0		0
TIG - Manteo - Town Common Phase II					0	150,000	0		150,000
TIG - Hatteras Tax District - Pathway					0	342,640	0		342,640
TIG - KDH - Meekins Field					0	200,000	0		200,000
TIG - NH - Admiral Street					0	40,000	0		40,000
TIG - NH - Skate Park					0	30,000	0		30,000
TIG - NC Coastal Fed - Baum Bridge					0	40,000	0		40,000
TIG - OB Gun Club - Range Improvements					0	12,000	0		12,000
Fireworks	50,000		(50,000)	55,000	55,000	0	(12,831)	37,500	79,669
Audit	0		(2,500)	2,500	0		(2,625)	2,625	0
Highway 158/Highway 12 Intersection						25,000	(5,040)		19,960
Unappropriated Funds	490,060	(255,391)		(45,887)	188,782	673,625		(639,764)	222,642
TOTAL SHORT TERM COMMITMENTS	1,732,901	595,611	(932,698)	0	1,395,815	1,513,265	(622,795)	(614,640)	1,671,644
		*				*			
<u>Long Term Projects</u>									
Multi-Use Center (100%)	2,192,370	1,265,646	(3,194,971)	0	263,044	1,479,102	0	0	1,742,147
Natural Historical Cultural	176,370	0	(30,000)	(146,370)	0	0	0	0	0
Green Space/Open Space (GOSPL)	0	0	0	0	0	0	0	0	0
Infrastructure (capped)	461,170		0	0	461,170		0	0	461,170
L-T Unappropriated Funds	350,000	3,630		146,370	500,000	100,000		(200,000)	400,000
TOTAL LONG TERM COMMITMENTS UNPAID	3,179,910	1,269,276	(3,224,971)	0	1,224,214	1,579,102	0	(200,000)	2,603,317
		*				*			
Total	4,912,811	1,864,887	(4,157,669)	0	2,620,029	3,092,367	(622,795)	(814,640)	4,274,961
			#				#		
Cash on Hand 4/30/21								Checking	1,060,779
Total Cash on Hand								Savings	3,066,512
									4,127,291
25% of Occupancy & Meals Income per Budget									
									89,784
									130,216
									220,000
Unappropriated Balances									
									72,330
Transfer from General Fund									
30% Short-term						2,255,860	*		
Short-term Interest						676,758			
						21,867			
						698,625			
70% Long-term								1,579,102	
Long-term Interest								0	
								1,579,102	*

*Estimate Based on Actual through April and Budgeted Figures

Agrees to Financial Statements

Dare County Tourism Board - Event Site Fund
Statement of Revenue and Expenditures - Actual and Budget

July 2020 through April 2021

	Jul '20 - Apr 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3200 · Site Rental Income				
3205 · Reservation fee	600.00	1,200.00	-600.00	50.0%
3200 · Site Rental Income - Other	0.00	11,300.00	-11,300.00	0.0%
Total 3200 · Site Rental Income	600.00	12,500.00	-11,900.00	4.8%
3210 · Interest Income	305.40	150.00	155.40	203.6%
3250 · Lease Income	40,490.00	45,600.00	-5,110.00	88.8%
9999 · Unappropriated Funds	0.00	20,000.00	-20,000.00	0.0%
Total Income	41,395.40	78,250.00	-36,854.60	52.9%
Expense				
5160 · Event Development & Marketing	0.00	50,000.00	-50,000.00	0.0%
5170 · Other Professional Services	1,480.00	40,000.00	-38,520.00	3.7%
6440 · Insurance	7,200.00	7,200.00	0.00	100.0%
6580 · Utilities	16,777.97	63,975.00	-47,197.03	26.2%
6610 · Repairs & Maintenance	129,013.19	168,035.00	-39,021.81	76.8%
6700 · Office Supplies	0.00	270.00	-270.00	0.0%
9990 · Unappropriated Other Expenses	0.00	20,000.00	-20,000.00	0.0%
Total Expense	154,471.16	349,480.00	-195,008.84	44.2%
Net Ordinary Income	-113,075.76	-271,230.00	158,154.24	41.7%
Other Income/Expense				
Other Income				
3220 · Other Income	0.00	200.00	-200.00	0.0%
9910 · Transfer from General Fund	271,030.00	271,030.00	0.00	100.0%
Total Other Income	271,030.00	271,230.00	-200.00	99.9%
Net Other Income	271,030.00	271,230.00	-200.00	99.9%
Net Income	157,954.24	0.00	157,954.24	100.0%

DARE COUNTY TOURISM BOARD

30-Apr-21

TYPE OF ACCOUNT BANK	CHECKING SOUTHERN	NC CAPITAL MGMT TRUST	M MARKET PNC	M MARKET SOUTHERN	M MARKET FIRST NATIONAL	CD'S SOUTHERN	CD'S FIRST BANK	CD'S TOWNE BANK	CD'S FIRST NATIONAL	TOTAL	
GENERAL FUND	961,946	1,162,541	555,122	1,505,837	2,341,871	0	1,014,991	1,000,000	0	8,542,308	
RESTRICTED FUND	1,060,779	795,962				0	1,000,000	766,713	503,836	0	4,127,291
TRAVEL GUIDE	49,350										49,350
MERCHANDISE SALES	152,980										152,980
EVENT SITE FUND	318,786										318,786
TOTAL	2,543,841	1,958,503	555,122	1,505,837	2,341,871	1,000,000	1,781,705	1,503,836	0	13,190,714	
TOTAL % EACH BANK	38.28%	14.85%	4.21%		17.75%		13.51%	11.40%		100.00%	
INTEREST RATES	0.25%	0.10%	0.05%	0.25%	0.21%	0.25%	.25% on 2	0.81% & .17%	1.50%		
TOTAL CHECKING & CD'S	13,190,714										
60% ALLOWED IN ANY BANK	7,914,429										
25% ALLOWED IN ANY ONE INV	3,297,679										

60% General Fund Reserved Balance is \$4,351,493.

100% Restricted Fund Balance Restricted by House Bill 225 \$4,127,291



**Dare County Tourism Board
(dba Outer Banks Visitors Bureau)**

Proposed Budget for Fiscal Year 2021-2022

**Public Hearing
May 20th, 2021
9:15am**

**Curtis H. Creech Memorial Boardroom
Sarah Owens Welcome Center
Manteo, NC**



OUTER BANKS VISITORS BUREAU
One Visitors Center Circle, Manteo, NC 27954
[P] 252-473-2138 [F] 252-473-5777
[Toll-Free] 877.OBX.4FUN
www.outerbanks.org

Date: May 12, 2021

To: Jeff Pruitt, Chair
Dare County Tourism Board

From: Lee Nettles, Executive Director
Diane Bognich, Director of Administration

Re: Draft #2 Proposed Budget for 2021-2022

Attached is the updated draft of the proposed budget for fiscal year 2021-2022. Changes from the first proposal are outlined below.

GENERAL FUND

- Revenues continue to be estimated at 7.85% over the current amended FY20-21 budget. However, this is 24.3% below actual revenue received to date in fiscal year 2020-2021.
- Final insurance figures are included. Property/liability had a 7% increase, workers comp a 1% decrease and group health insurance increased 3%.
- Postage increased to account for a larger Travel Guide than the current year.
- The Travel Guide printing cost increased based on some preliminary estimates received.
- A provision was created to transfer money to a capital project fund to help with event site development.

RESTRICTED FUND

- Event Site line item now reflects an initial payment to the Town of Nags Head for payment on land buyout.

EVENT SITE FUND

- Projected expenses now include a payment to Johnson Consulting for work on updating the economic impact study.

Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget

Dare County Tourism Board						
Budget 2021-2022						
Total Revenues - Governmental Funds						
(General Fund and Special Revenue)						
		Budget	Amended		Proposed	% Change
		FY 2020-2021	Budget	Projected	Budget	to FY 20-21
			FY 2020-2021	FY 2020-2021	FY 2021-2022	Budget
Occupancy		\$ 3,914,715	\$ 4,664,715	\$ 6,350,137	\$ 5,034,690	7.93%
Meals		\$ 2,163,106	\$ 2,163,105	\$ 2,565,009	\$ 2,329,110	7.67%
		\$ 6,077,821	\$ 6,827,820	\$ 8,915,146	\$ 7,363,800	7.85% *
Interest - GF		\$ 50,000	\$ 50,000	\$ 44,456	\$ 50,000	0.00%
Interest - Travel Guide		\$ -	\$ 20	\$ 46	\$ 25	25.00%
Interest - Merchandise		\$ -	\$ 125	\$ 209	\$ 125	0.00%
Interest - Restricted		\$ 23,000	\$ 23,000	\$ 23,040	\$ 23,000	0.00%
Website Advertising		\$ 75,000	\$ 75,000	\$ 108,221	\$ 100,000	33.33%
Travel Guide Income		\$ -	\$ 35,000	\$ 35,000	\$ 35,000	0.00%
Merchandise Income		\$ -	\$ 5,000	\$ 3,928	\$ 3,000	-40.00%
Grant Income		\$ -	\$ 21,500	\$ 21,500	\$ -	-100.00%
Other - General		\$ 1,000	\$ 1,000	\$ 4,009	\$ 1,000	0.00%
		\$ 149,000	\$ 210,645	\$ 240,409	\$ 212,150	0.71%
Amounts Rolled Over from PY		\$ 953,641	\$ 953,641	\$ -	\$ 1,999,889	109.71%
Appropriated Fund Balance		\$ 3,714,577	\$ 3,714,577	\$ 352,908	\$ 3,665,431	-1.32%
		\$ 4,668,218	\$ 4,668,218	\$ 352,908	\$ 5,665,320	21.36%
Total Revenues		\$ 10,895,039	\$ 11,706,683	\$ 9,508,463	\$ 13,241,270	13.11%
* This is a 7.85% increase over 20-21 budget figures. The percent change from projected actual 2020-2021 figures is a decrease of (24.3%).						

**Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget**

Outer Banks Visitors Bureau									
Budget 2021-2022									
Summary									
	Budget	Amended		Proposed					
	2020-2021	Budget	Projected	Budget	Percent	Estimate	Estimate	Estimate	
		2020-2021	2020-2021	2021-2022	Change	FY21-22	FY22-23	FY23-24	
GENERAL FUND									
REVENUES									
Occupancy/Meals Tax (75%)	4,558,365	5,120,865	6,686,360	5,522,850	7.8%	5,688,536	5,972,962	6,211,881	
Revenues - Website Advertising	75,000	75,000	108,221	100,000	33.3%	102,000	106,080	110,323	
Revenues - Interest and Other	51,000	72,645	70,220	51,150	-29.6%	51,687	53,237	55,899	
Appropriated from Fund Balance	864,481	864,481	271,030	285,480	-67.0%	1,410,163	1,339,095	1,334,889	
Transfer from Travel Guide/Travel Guide Income	0	35,000	35,000	35,000	0.0%	36,050	37,132	38,245	
Transfer from Merchandise Fund/Merchandise Income	0	5,000	3,928	3,000	-40.0%	0	0	0	
Total Revenues	5,548,846	6,172,991	7,174,759	5,997,480	-2.8%	7,288,435	7,508,506	7,751,238	
Projected Over Budget By			1,001,768						
EXPENDITURES:									
Governing	30,895	30,895	23,573	30,995	0.3%	31,266	31,337	31,561	
Promotion	5,908,085	6,517,575	5,561,956	7,046,465 *	8.1%	6,896,779	7,081,493	7,328,206	
Aycock Brown Welcome Center	124,505	129,400	114,969	126,215	-2.5%	133,840	132,362	135,731	
Outer Banks Welcome Center RI, Whalebone & Hatteras	167,973	173,533	153,759	173,815	0.2%	183,069	182,086	187,531	
Travel Guide Expenses	0	0	0	72,000	100.0%	79,200	81,576	84,023	
Merchandise Expenses	0	4,200	3,225	2,400	-42.9%	0	0	0	
Transfer to Capital Project Fund	0	0	0	260,000	100.0%	0	0	0	
Transfer to Event Site Fund	271,030	271,030	271,030	285,480	5.3%	336,947	377,765	368,564	
Total Expenditures	6,502,488	7,126,633	6,128,512	7,997,370	12.2%	7,661,101	7,886,619	8,135,617	
Projected Under Budget By			998,121						
Revenue vs Expenses	-953,642	-953,642		-1,999,890		-372,666	-378,113	-384,379	
Revenue Income over Budget	-12,601	-12,601		1,001,768					
Unspent Funds/Encumbrances	966,242	966,242		998,121 *					
* Includes estimated encumbrances of \$455,000									
Unappropriated Surplus	0	0		0					
Net Revenue vs Expenses	0	0		0					

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Draft #2
as of 5/12/2021

**Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget**

**BUDGET & FINANCE PROJECTIONS
OCCUPANCY & MEALS FY 2021-2022**

	ACTUAL FY 2017-2018	ACTUAL FY 2018-2019	ACTUAL 2019-2020	ACTUAL 2020-2021	3 YEAR AVERAGE FY 2019-2021
JULY RECEIPTS					
OCCUPANCY	\$792,811	\$953,287	\$1,019,994	\$1,031,086	\$1,001,455
MEALS	\$362,826	\$386,336	\$399,780	\$343,467	\$376,528
	\$1,155,636	\$1,339,623	\$1,419,771	\$1,374,552	\$1,377,982
AUGUST RECEIPTS					
OCCUPANCY	\$1,399,823	\$1,332,093	\$1,106,544	\$1,522,969	\$1,320,535
MEALS	\$430,484	\$444,464	\$472,601	\$378,908	\$431,991
	\$1,830,307	\$1,776,556	\$1,579,144	\$1,901,877	\$1,752,526
SEPTEMBER RECEIPTS					
OCCUPANCY	\$1,030,026	\$1,098,655	\$1,386,584	\$1,386,699	\$1,290,646
MEALS	\$381,674	\$391,888	\$427,334	\$342,807	\$387,343
	\$1,411,700	\$1,490,544	\$1,813,918	\$1,729,506	\$1,677,989
OCTOBER RECEIPTS					
OCCUPANCY	\$483,864	\$468,127	\$456,103	\$646,711	\$523,647
MEALS	\$268,694	\$239,371	\$245,369	\$312,640	\$265,790
	\$752,558	\$707,498	\$701,462	\$959,351	\$789,437
NOVEMBER RECEIPTS					
OCCUPANCY	\$216,123	\$243,388	\$225,977	\$411,520	\$293,628
MEALS	\$195,036	\$178,930	\$196,139	\$220,333	\$198,467
	\$410,159	\$422,318	\$422,115	\$631,854	\$492,095
DECEMBER RECEIPTS					
OCCUPANCY	\$100,288	\$100,000	\$115,681	\$149,614	\$121,765
MEALS	\$117,679	\$120,135	\$122,310	\$133,492	\$125,313
	\$217,967	\$220,135	\$237,992	\$283,106	\$247,078
JANUARY RECEIPTS					
OCCUPANCY	\$46,916	\$46,833	\$64,326	\$99,622	\$70,260
MEALS	\$100,227	\$92,656	\$105,378	\$129,244	\$109,093
	\$147,144	\$139,480	\$169,703	\$228,866	\$179,353
FEBRUARY RECEIPTS					
OCCUPANCY	\$71,363	\$61,766	\$82,572	\$221,257	\$121,865
MEALS	\$63,144	\$76,744	\$98,628	\$96,377	\$90,583
	\$134,506	\$138,510	\$181,200	\$317,634	\$212,448
MARCH RECEIPTS					
OCCUPANCY	\$51,535	\$60,762	\$68,444	\$167,213	\$98,806
MEALS	\$77,018	\$80,478	\$90,154	\$92,067	\$87,566
	\$128,553	\$141,240	\$158,598	\$259,280	\$186,372
APRIL RECEIPTS					
OCCUPANCY	\$92,983	\$94,424	\$30,252	\$277,701	\$134,126
MEALS	\$120,972	\$135,650	\$69,266	\$179,714	\$128,210
	\$213,955	\$230,073	\$99,518	\$457,415	\$262,335
MAY RECEIPTS					
OCCUPANCY	\$179,915	\$215,483	\$12,691	\$136,030	\$121,401
MEALS	\$173,435	\$199,132	\$37,629	\$136,732	\$124,488
	\$353,350	\$414,615	\$50,320	\$272,762	\$245,889
JUNE RECEIPTS					
OCCUPANCY	\$320,386	\$297,875	\$280,884	\$299,715	\$292,825
MEALS	\$237,390	\$221,909	\$138,382	\$199,227	\$186,506
	\$557,775	\$519,783	\$419,266	\$498,942	\$479,331
TOTALS					
OCCUPANCY	\$4,785,033	\$4,972,693	\$4,850,048	\$6,350,137	\$5,390,959
MEALS	\$2,528,578	\$2,567,694	\$2,402,960	\$2,565,009	\$2,511,887
	\$7,313,611	\$7,540,387	\$7,253,008	\$8,915,146	\$7,902,847

^ Amount affected by COVID 19

* Amounts based on budget

Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget

BUDGET & FINANCE PROJECTIONS
OCCUPANCY & MEALS FY 2021-2022

FISCAL YEAR		BUDGET FY 2020-2021	PROPOSED FY 2021-2022	% Increase/ Decrease from Actual	\$ Increase/ Decrease from Actual	% Increase/ Decrease from 20-21 Budget	\$ Increase / Decrease from 20-21 Budget
JULY RECEIPTS							
	OCCUPANCY	\$909,480	\$992,065	-3.78%	-\$39,020	9.08%	\$82,585
	MEALS	\$240,750	\$320,475	-6.69%	-\$22,992	33.12%	\$79,725
		\$850,230	\$1,312,540	-4.51%	-\$62,012	19.09%	\$162,310
AUGUST RECEIPTS							
	OCCUPANCY	\$1,168,710	\$1,318,025	-13.46%	-\$204,944	12.78%	\$149,315
	MEALS	\$329,000	\$361,870	-4.50%	-\$17,038	9.99%	\$32,870
		\$1,097,710	\$1,679,895	-11.67%	-\$221,981	16.60%	\$182,185
SEPTEMBER RECEIPTS							
	OCCUPANCY	\$1,150,000	\$1,185,500	-14.51%	-\$201,199	3.09%	\$35,500
	MEALS	\$342,600	\$347,875	1.48%	\$5,068	1.54%	\$5,275
		\$1,442,600	\$1,533,375	-11.34%	-\$196,131	2.83%	\$40,775
OCTOBER RECEIPTS							
	OCCUPANCY	\$409,385	\$471,670	-27.07%	-\$175,041	15.21%	\$62,285
	MEALS	\$220,225	\$241,836	-22.65%	-\$70,805	9.81%	\$21,611
		\$629,610	\$713,505	-25.63%	-\$245,846	13.32%	\$83,895
NOVEMBER RECEIPTS							
	OCCUPANCY	\$217,800	\$224,335	-45.49%	-\$187,185	3.00%	\$6,535
	MEALS	\$180,100	\$185,505	-15.81%	-\$34,828	3.00%	\$5,405
		\$397,900	\$409,840	-35.14%	-\$222,013	3.00%	\$11,940
DECEMBER RECEIPTS							
	OCCUPANCY	\$90,900	\$98,630	-34.08%	-\$50,984	8.50%	\$7,730
	MEALS	\$114,400	\$117,835	-11.73%	-\$15,658	3.00%	\$3,435
		\$205,300	\$216,465	-23.54%	-\$66,642	5.44%	\$11,165
JANUARY RECEIPTS							
	OCCUPANCY	\$43,300	\$48,600	-51.22%	-\$51,022	12.24%	\$5,300
	MEALS	\$90,800	\$93,525	-27.64%	-\$35,719	3.00%	\$2,725
		\$134,100	\$142,125	-37.90%	-\$86,742	5.98%	\$8,025
FEBRUARY RECEIPTS							
	OCCUPANCY	\$69,200	\$72,280	-67.33%	-\$148,977	4.45%	\$3,080
	MEALS	\$65,990	\$67,970	-29.48%	-\$28,408	3.00%	\$1,980
		\$135,190	\$140,250	-55.85%	-\$177,384	3.74%	\$5,060
MARCH RECEIPTS							
	OCCUPANCY	\$47,800	\$54,705	-67.28%	-\$112,508	14.45%	\$6,905
	MEALS	\$72,455	\$79,630	-13.51%	-\$12,437	9.90%	\$7,175
		\$120,255	\$134,335	-48.19%	-\$124,944	11.71%	\$14,080
APRIL RECEIPTS							
	OCCUPANCY	\$74,690	\$85,430	-69.24%	-\$192,272	14.38%	\$10,740
	MEALS	\$110,235	\$116,040	-35.43%	-\$63,673	5.27%	\$5,805
		\$184,925	\$201,470	-55.95%	-\$255,945	8.95%	\$16,545
MAY RECEIPTS							
	OCCUPANCY	\$183,450	\$183,450	34.86%	\$47,420	0.00%	\$0 Easter is
	MEALS	\$175,685	\$175,685	28.49%	\$38,953	0.00%	\$0 April 4
		\$359,135	\$359,135	31.67%	\$86,373	0.00%	\$0
JUNE RECEIPTS							
	OCCUPANCY	\$300,000	\$300,000	0.09%	\$285	0.00%	\$0
	MEALS	\$220,865	\$220,865	10.86%	\$21,638	0.00%	\$0
		\$520,865	\$520,865	4.39%	\$21,923	0.00%	\$0
TOTALS	OCCUPANCY	\$4,664,715	\$5,034,690	-31.67%	-\$1,315,447	7.93%	\$369,975
	MEALS	\$2,163,106	\$2,329,111	-10.61%	-\$235,898	7.67%	\$166,005
		\$6,827,821	\$7,363,800	-24.33%	-\$1,551,345	7.85%	\$535,980
		FY19/20 Budget	\$6,941,080.00	-1.63%			

Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget

Outer Banks Visitors Bureau									
Budget 2021-2022									
Governing									
Account		Budget	Amended		Proposed				
Number	Title	2020-2021	Budget 2020-2021	Projected 2020-2021	Budget 2021-2022	Percent Change	Estimate FY22-23	Estimate FY23-24	Estimate FY24-25
5000	Director Compensation	17,100	17,100	17,100	17,100	0.0%	17,100	17,100	17,100
5030	Payroll Taxes	1,480	1,480	1,312	1,480	0.0%	1,480	1,480	1,480
5001	Professional Services	1,000	1,000	0	1,000	0.0%	1,000	1,000	1,000
5002	Dir. Travel/Mtg./Meals	7,000	7,000	1,553	7,000	0.0%	7,100	7,100	7,150
5003	Directors & Officers Ins.	3,315	3,315	3,315	3,415	3.0%	3,586	3,657	3,731
5004	Miscellaneous Items	1,000	1,000	293	1,000	0.0%	1,000	1,000	1,100
	Total - Governing	30,895	30,895	23,573	30,995	0.3%	31,266	31,337	31,561
Projected under budget by				7,322					

Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget

Outer Banks Visitors Bureau									
Budget 2021-2022									
Promotion									
Account			Amended		Proposed				
Number	Title	Budget	Budget	Projected	Budget	Percent	Estimate	Estimate	Estimate
		2020-2021	2020-2021	2020-2021	2021-2022	Change	FY22-23	FY23-24	FY24-25
	Personnel								
5010	Salaries (full)	695,000	719,050	720,924	737,750	2.6%	819,883	860,877	886,703
5020	Salaries (part)	103,000	105,100	81,894	126,000	19.9%	129,780	133,673	137,684
5025	Overtime Pay	1,000	1,000	0	1,000	0.0%	1,000	1,000	1,000
5030	Payroll Taxes	64,635	66,635	64,405	69,425	4.2%	76,867	80,340	82,662
5040	Employee Insurance	144,000	144,000	155,428	150,000	4.2%	165,000	178,200	192,456
5050	Retirement	77,565	77,565	67,029	89,930	15.9%	105,586	115,110	123,071
5055	401(k) Match	6,950	7,195	6,442	7,380	2.6%	8,199	8,609	8,867
5060	Worker's Comp	1,970	1,970	1,646	1,950	-1.0%	2,009	2,069	2,131
5080	Employee Relations	1,750	1,750	831	1,750	0.0%	1,750	1,750	1,750
5090	Training	8,200	8,700	5,145	9,850	13.2%	8,500	8,700	8,900
		1,104,070	1,132,965	1,103,744	1,195,035	5.5%	1,318,573	1,390,327	1,445,224
	Marketing/Advertising								
5500	Other Advertising	1,189,385	1,243,285	1,243,285	1,382,065	11.2%	1,423,527	1,466,233	1,510,220
5502	Production Advertising	80,000	130,000	130,000	130,000	0.0%	100,000	100,000	100,000
5510	Events-Development & Prom	73,100	73,100	23,029	73,100	0.0%	75,293	77,552	79,878
5515	Advertising - Online	2,255,000	2,308,915	2,308,915	2,519,455	9.1%	2,595,039	2,672,890	2,753,077
5525	Community Relations	30,000	24,500	22,117	30,000	22.4%	30,000	30,000	30,000
5560	Brochures/Production/Print	25,000	50,000	30,549	34,750	-30.5%	30,000	30,000	30,000
5580	Promotional Aids	6,500	6,500	900	9,000	38.5%	7,500	7,500	7,500
6100	Press/Travel Writer Tours	90,000	115,000	94,751	110,000	-4.3%	110,000	113,300	116,699
6101	Group Sales	12,000	12,000	4,500	12,000	0.0%	15,000	15,450	15,914
		3,760,985	3,963,300	3,858,046	4,300,370	8.5%	4,386,359	4,512,924	4,643,287

Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget

Outer Banks Visitors Bureau									
Budget 2021-2022									
Promotion									
Account			Amended		Proposed				
Number	Title	Budget	Budget	Projected	Budget	Percent	Estimate	Estimate	Estimate
		2020-2021	2020-2021	2020-2021	2021-2022	Change	FY22-23	FY23-24	FY24-25
	Special Projects								
6150	Event Grant	396,000	576,500	162,861	605,000 *	4.9%	425,000	450,000	475,000
6170	Tourism Summit	17,500	20,500	4,450	20,500	0.0%	18,000	18,000	18,000
		413,500	597,000	167,311	625,500	4.8%	443,000	468,000	493,000
	Operations								
5110	Contracted Services	15,930	17,430	16,950	16,030	-8.0%	15,930	15,930	15,930
5140	Audit	7,875	7,875	7,875	11,250	42.9%	14,063	15,469	17,016
5170	Other Professional Service	7,300	7,300	5,445	7,300	0.0%	32,300	15,000	15,000
5180	Legal	20,500	20,500	11,925	20,500	0.0%	20,500	20,500	20,500
5185	Research	80,000	230,000	49,200	263,400 *	14.5%	75,000	50,000	50,000
5190	Administrative Advertising	1,000	1,000	553	1,500	50.0%	1,500	1,500	1,500
5530	Legal Notices	1,500	1,500	1,409	1,500	0.0%	1,500	1,500	1,500
6200	Postage/Fulfillment	175,000	195,000	129,352	195,000	0.0%	204,750	214,988	225,737
6300	Travel	39,000	39,000	4,667	39,000	0.0%	40,560	42,182	43,870
6305	Vehicle Maintenance	3,500	3,500	2,015	3,500	0.0%	3,500	3,500	3,500
6320	Registrations	35,000	35,000	7,110	49,500	41.4%	49,995	50,495	51,000
6340	Travel Show Exhibit	3,500	3,500	1,100	3,500	0.0%	5,000	6,000	6,000
6420	Dues & Subscriptions	29,000	47,540	28,467	47,330	-0.4%	49,697	49,697	49,697
6440	Insurance	19,925	19,925	19,925	19,600	-1.6%	20,580	21,609	22,689
6460	Telephone	29,500	29,500	22,051	27,900	-5.4%	27,900	28,737	28,737
6500	Equipment	19,200	22,200	12,631	73,000	228.8%	25,000	25,750	26,523
6510	Expendable Equipment	2,700	2,700	2,060	2,100	-22.2%	2,100	2,100	2,100
6530	Tech. Support/Software	8,500	8,500	5,769	13,050	53.5%	13,050	13,050	13,050
6580	Utilities	10,800	10,800	8,118	10,800	0.0%	11,124	11,235	11,348
6600	Cleaning/maint. Supplies	1,500	2,000	1,952	1,500	-25.0%	1,500	1,500	1,500
6610	Building Maintenance	25,000	25,000	9,817	20,000	-20.0%	35,000	20,000	40,000
6620	Equip. Service Contracts	3,500	3,500	3,193	3,500	0.0%	3,500	3,500	3,500
6640	Equipment Rental	34,000	34,000	29,094	34,000	0.0%	34,000	34,000	34,000

**Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget**

Outer Banks Visitors Bureau									
Budget 2021-2022									
Promotion									
			Amended		Proposed				
Account		Budget	Budget	Projected	Budget	Percent	Estimate	Estimate	Estimate
Number	Title	2020-2021	2020-2021	2020-2021	2021-2022	Change	FY22-23	FY23-24	FY24-25
6660	Equipment Repairs	3,000	3,000	1,850	3,000	0.0%	3,000	3,000	3,000
6700	Office Supplies	16,500	17,740	15,476	17,800	0.3%	17,800	17,800	17,800
6810	Web Site/Internet	36,300	36,300	34,851	40,000	10.2%	40,000	41,200	41,200
		629,530	824,310	432,855	925,560	12.3%	748,848	710,241	746,695
	Total - Promotional	5,908,085	6,517,575	5,561,956	7,046,465	8.1%	6,896,779	7,081,493	7,328,206
Projections under budget by				955,619					
less encumbrances				-455,000					
				500,619					
* Encumbrances: #6150 \$305,000									
	#5185 \$150,000								
	#5515 \$								

**Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget**

Outer Banks Visitors Bureau									
Budget 2021-2022									
Aycock Brown Welcome Center Kitty Hawk									
Account			Amended		Proposed				
Number	Title	Budget	Budget	Projected	Budget	Percent	Estimate	Estimate	Estimate
		2020-2021	2020-2021	2021-2022	2021-2022	Change	FY22-23	FY23-24	FY24-25
5025	Salaries (part)	78,500	82,350	70,932	78,200	-5.0%	80,546	82,962	85,451
5030	Payroll Taxes	6,790	7,085	6,136	6,765	-4.5%	6,967	7,176	7,392
5040	Employee Insurance	4,200	4,200	4,524	4,200	0.0%	4,410	4,542	4,679
5060	Worker's Comp	170	170	170	165	-2.9%	170	175	180
5080	Employee Relations	425	425	342	425	0.0%	385	395	405
5090	Training	600	600	450	600	0.0%	600	600	600
5110	Contracted Services	7,920	8,520	8,855	8,220	-3.5%	8,220	8,220	8,220
6130	Uniforms	440	440	416	440	0.0%	440	440	440
6200	Postage	200	200	192	200	0.0%	200	210	221
6300	Travel	550	550	138	540	-1.8%	536	540	545
6420	Dues & Subscriptions	270	270	103	270	0.0%	284	298	313
6440	Insurance	1,920	1,920	1,920	2,750	43.2%	2,888	3,032	3,183
6460	Telephone	8,520	8,520	8,444	8,640	1.4%	8,813	8,989	9,169
6500	Equipment	1,500	1,500	1,000	1,500	0.0%	1,500	2,000	2,000
6580	Utilities	6,600	6,600	5,369	6,600	0.0%	6,732	6,867	7,004
6600	Cleaning/maint. Supplies	600	650	223	600	-7.7%	600	600	600
6610	Building Maintenance	2,000	2,000	2,721	2,000	0.0%	7250	2000	2000
6660	Equipment Repairs	300	300	0	1,000	233.3%	300	315	330
6700	Office Supplies	3,000	3,100	3,034	3,100	0.0%	3,000	3000	3,000
	Total - ABWC	124,505	129,400	114,969	126,215	-2.5%	133,840	132,362	135,731
	Projected under budget by			14,431					

Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget

Outer Banks Visitors Bureau									
Budget 2021-2022									
Outer Banks Welcome Center Roanoke Island									
			Amended		Proposed				
Account		Budget	Budget	Projected	Budget	Percent	Estimate	Estimate	Estimate
Number	Title	2020-2021	2020-2021	2020-2021	2021-2022	Change	FY21-22	FY22-23	FY23-24
5026	Salaries (part) - RI	65,700	68,100	59,286	63,250	-7.12%	65,148	67,102	69,115
5030	Payroll Taxes	5,685	5,870	5,128	5,475	-6.73%	5,635	5,804	5,978
5060	Worker's Comp	120	120	120	115	-4.17%	118	122	126
5080	Employee Relations	350	350	205	350	0.00%	350	350	350
5090	Training	600	600	450	600	0.00%	600	600	600
6130	Uniforms	300	300	307	800	166.67%	800	800	800
6440	Insurance	2,880	2,880	2,880	4,125	43.23%	4,331	4,548	4,775
6460	Telephone	1,225	1,225	1,235	1,290	5.31%	1,316	1,342	1,369
6500	Equipment	1,000	1,000	1,000	1,000	0.00%	1,000	1,000	1,000
6580	Utilities	960	960	704	960	0.00%	979	999	1,019
6600	Cleaning/Maint. Supplies	200	250	235	200	-20.00%	200	200	200
6610	Building Maintenance	2,960	2,960	1,462	2,960	0.00%	7,960	3,100	3,500
6660	Equipment Repairs	250	250	120	250	0.00%	250	250	250
6700	Office Supplies	600	700	627	700	0.00%	600	600	600
	Total - Welcome Ctr. R.I.	82,830	85,565	73,759	82,075	-4.08%	89,287	86,817	89,682
	Projected under budget by			11,806					

Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget

Outer Banks Visitors Bureau									
Budget 2021-2022									
Outer Banks Welcome Center - Hatteras Information Center									
			Amended		Proposed				
Account		Budget	Budget	Projected	Budget	Percent	Estimate	Estimate	Estimate
Number	Title	2020-2021	2020-2021	2020-2021	2021-2022	Change	FY22-23	FY23-24	FY24-25
5026	Salaries (part) - HI	30,125	30,975	26,716	31,200	0.73%	32,136	32,136	33,100
5030	Payroll Taxes	2,605	2,670	2,436	2,710	1.50%	2,780	2,780	2,863
5060	Worker's Comp	65	65	65	60	-7.69%	62	64	66
5080	Employee Relations	140	140	85	140	0.00%	140	140	140
5090	Training	100	100	100	100	0.00%	100	100	100
5110	Contracted Services	1,540	1,540	1,617	1,640	6.49%	1,640	1,640	1,640
6130	Uniforms	100	100	90	300	200.00%	300	300	300
6300	Travel	888	888	502	860	-3.15%	864	872	880
6440	Insurance	480	480	480	690	43.75%	725	761	799
6460	Telephone	2,880	2,880	2,933	3,065	6.42%	3,126	3,189	3,253
6500	Equipment	1,000	1,000	0	1,000	0.00%	1,000	1,000	1,000
6600	Cleaning/Maint. Supplies	200	250	272	200	-20.00%	50	50	50
6610	Building Maintenance	500	500	0	500	0.00%	500	500	500
6700	Office Supplies	775	825	777	825	0.00%	700	675	650
Total - Welcome Ctr. - Hatteras		41,398	42,413	36,073	43,290	2.07%	44,123	44,206	45,340
Projected under budget by				6,340					

Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget

Outer Banks Visitors Bureau									
Budget 2021-2022									
Outer Banks Welcome Center - Whalebone Junction									
			Amended		Proposed				
Account		Budget	Budget	Projected	Budget	Percent	Estimate	Estimate	Estimate
Number	Title	2020-2021	2020-2021	2020-2021	2021-2022	Change	FY22-23	FY23-24	FY24-25
5026	Salaries (part)	35,700	37,100	36,966	39,500	6.47%	40,685	41,906	43,163
5030	Payroll Taxes	3,090	3,200	3,198	3,420	6.88%	3,519	3,625	3,734
5060	Worker's Comp	75	75	75	70	-6.67%	72	74	76
5080	Employee Relations	140	140	115	140	0.00%	140	140	140
5090	Training	100	100	100	100	0.00%	100	100	100
5110	Contracted Services	660	860	750	760	-11.63%	660	660	660
6130	Uniforms	80	80	47	300	275.00%	300	300	300
6440	Insurance	480	480	480	690	43.75%	725	761	799
6460	Telephone	1,920	1,920	1,638	1,920	0.00%	1,958	1,998	2,038
6500	Equipment	1,000	1,000	0	1,000	0.00%	1,000	1,000	1,000
6600	Cleaning/Maint. Supplies	50	100	100	50	-50.00%	50	50	50
6700	Office Supplies	450	500	458	500	0.00%	450	450	450
Total - Welcome Ctr. Whalebone		43,745	45,555	43,927	48,450	6.35%	49,659	51,063	52,509
Projected under budget by				1,628					

Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget

Outer Banks Visitors Bureau						
Budget 2021-2022						
Restricted						
Account		Budget	Amended		Proposed	
Number	Title	2020-2021	Budget	Projected	Budget	Percent
			2020-2021	2020-2021	2021-2022	Change
	Occupancy/Meals Tax 25%	1,519,455	1,706,955	2,228,786	1,840,950	7.8%
	Interest	23,000	23,000	23,040	23,000	0.0%
	Appropriated Fund Balance	2,850,096	2,850,096	1,128,125	3,379,950	18.6%
	Total - Non Departmental	4,392,551	4,580,051	3,379,951	5,243,900	14.5%

Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget

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Outer Banks Visitors Bureau					
Budget 2021-2022					
Restricted Fund					
		Projected			
		Amount	Recommended	Proposed	
Account		Allocated	FY 21-22	FY 21-22	Percent
Number	Title	thru 4/30/21	Projects	Allocation	Change
Revenues					
3210	Interest	23,040	0	23,000	-0.2%
9930	Appropriation from Fund Balance	1,128,125	0	3,379,950	199.6%
	Other income	0	0	0	-100.0%
9940	Occupancy/Meals Tax 25%	2,228,786	0	1,840,950	-17.4%
	Total Revenues	3,379,951	0	5,243,900	55.1%
Expenditures					
Long Term Projects: 70% = \$1,288,665					
4503	Infrastructure NOTE #1	461,170	0	461,170	0.0%
4525	Event Site NOTE #2	973,194	1,188,665	2,161,859	122.1%
4585	Long-term Unappropriated NOTE #3	307,390	100,000	407,390	32.5%
	Total Long Term Projects	1,741,754	1,288,665	3,030,419	74.0%
Short Term Projects: 30% = \$552,285, plus interest					
FY2013					
4633	Dare County - Interpretive Byway Plan	0	0	0	0.0%
		0	0	0	
FY2019					
4642	Town of Duck - Pedestrian Path Phase 3	0	0	0	
4646	Town of KH - KH Park Trail Connection	47,592	0	47,592	
4637	Town of NH - West Side Multi-Use, Phase VIII	0	0	0	
		47,592		47,592	
FY2020					
4647	TIG - Chicamacomico Cisterns	0		0	
4648	TIG - Dare Co Arts Council - Courtyard	90,950		90,950	
4649	TIG - Frisco Native American - Handicap Access	0		0	
4650	TIG - Duck - Pedestrian Paths, Phase 4	147,806		147,806	
4651	TIG - KDH - Baum Street, Phase II	0		0	
4652	TIG - Manteo - Manteo Town Common	221,885		221,885	
		460,641		460,641	
FY2021					
4652	TIG - Manteo - Manteo Town Common, Phase II	150,000		150,000	
4654	TIG - Hatteras Tax District - Pathways	342,640		342,640	
4655	TIG - KDH - Meekins Field	200,000		200,000	
4656	TIG - NH - Admiral Street	40,000		40,000	
4657	TIG - NH - Skate Park	30,000		30,000	
4658	TIG - NC Coastal Fed - Baum Bridge Boat Access	40,000		40,000	
4659	TIG - OB Gun Club - Improve Range	12,000		12,000	
5170	Traffic Control Hwy 158 & Hwy 12	19,960	0	19,960	
5160	Fireworks	79,669	55,000	134,669	69.0%
5140	25 % of audit	0	3,750	3,750	-
4999	FY2022 S-T Unappropriated NOTE #4	215,694	516,535	732,229	239.5%
		1,129,963	575,285	1,705,248	50.9%
	Total Short Term Projects	1,638,196	575,285	2,213,481	35.1%
	Total Expenditures	3,379,951	1,863,950	5,243,900	55.1%
Reconciliation Back to 4/30/21 Cash Balance					
Funds in the Banks @ 4/30/21				\$ 4,127,291	
Estimated Revenues - May-June 2021				193,426	
Budgeted FY 21-22 Revenues				1,863,950	
Total Proposed Expenditures				\$ 6,184,667	
Less Amounts to be Paid Out in 20-21				(940,767)	
Total Proposed Expenditures				\$ 5,243,900	

8b

Draft #2
as of 5/12/2021

**Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget**

Outer Banks Visitors Bureau Budget 2021-2022 Travel Guide											
Account Number	Title	Original Budget 2020-2021	Amended Budget 2020-2021	Projected 2020-2021	Proposed Budget 2021-2022	Percent Change	Estimate FY21-22	Estimate FY22-23	Estimate FY23-24		
	Revenues										
3209 Advertising		0	35,000	35,000	35,000	0.0%	36,050	37,132	38,245		
3210 Interest		0	20	46	25	25.0%	25	25	25		
	Total Revenues	0	35,020	35,046	35,025	0.0%	36,075	37,157	38,270		
	Expenditures										
5560 Production/Printing/Distribution		0	0	0	70,000	100.0%	77,000	79,310	81,689		
6200 Freight		0	0	0	2,000	100.0%	2,200	2,266	2,334		
	Total Expenditures	0	0	0	72,000	#DIV/0!	79,200	81,576	84,023		
	Revenues Over (Under) Expenditures	0	35,020	35,046	-36,975		-43,125	-44,420	-45,753		

Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget

Outer Banks Visitors Bureau						
Budget 2021-2022						
Merchandise Sales						
Account		Budget	Amended		Proposed	
Number	Title	2020-2021	Budget	Projected	Budget	Percent
			2020-2021	2020-2021	2021-2022	Change
	Revenues:					
3100	Sale of Merchandise	0	5,000	3,928	3,000	-40.00%
3210	Interest Income	0	125	209	125	0.00%
	Total Revenues	0	5,125	4,137	3,125	-39.02%
	Projected under budget by					
	Expenditures:					
6710	Merchandise Purchased	0	3,000	2,553	1,950	-35.00%
6800	Bank Fees - Credit Cards	0	1,200	672	450	-62.50%
6700	Office	0	0	0	0	#DIV/0!
	Total Expenditures	0	4,200	3,225	2,400	-42.86%
	Revenues Over (Under) Expenditures	0	925	912	725	

**Fiscal Year 2021-2022
Dare County Tourism Board
Proposed Budget**

Outer Banks Visitors Bureau									
Budget 2021-2022									
Event Site Fund									
Account Number	Title	Budget 2020-2021	Amended Budget 2020-2021	Projected 2020-2021	Proposed Budget 2021-2022	Percent Change	Estimate FY22-23	Estimate FY23-24	Estimate FY24-25
	Revenues:								
3200	Event Rental Income	12,500	12,500	3,100	13,800	10.40%	15,800	16,900	18,700
3250	Lease income	45,600	45,600	45,828	45,600	0.00%	46,000	46,000	47,380
3220	Other Income	200	200	0	200	0.00%	200	200	200
3210	Interest Income	150	150	311	200	33.33%	150	75	100
9910	Transfer from General Fund	271,030	271,030	271,030	285,480	5.33%	336,947	377,765	368,564
9999	Unappropriated Funds	20,000	20,000	0	50,000	150.00%	5,150	5,305	5,464
	Total Revenues	349,480	349,480	320,269	395,280	13.11%	404,247	446,245	440,408
	Projected under budget by								
	Expenditures:								
5160	Event Development & Marketing	50,000	50,000	0	50,000	0.00%	45,000	45,000	24,000
5190	Other Professional Services	40,000	40,000	16,530	40,000	0.00%	90,000	92,700	104,751
6440	Insurance	7,200	7,200	7,200	8,600	19.44%	9,030	9,482	9,956
6580	Utilities	63,975	63,975	30,993	56,375	-11.88%	58,066	59,808	61,602
6610	Repairs & Maintenance	168,035	168,035	172,029	220,035	30.95%	181,466	217,759	217,759
6700	Office Supplies	270	270	226	270	0.00%	300	300	300
9990	Other Expenses	20,000	20,000	17,427	20,000	0.00%	20,800	21,632	22,497
	Total Expenditures	349,480	349,480	244,405	395,280	13.11%	404,662	446,680	440,865
	Revenues Over (Under) Expenditures	0	0	75,864	0		-415	-435	-457

Marketing Dashboard

thru April 2021

	<u>FY 20/21</u>	<u>FY 19/20</u>	<u>Diff.</u>	<u>% Change</u>
Trackable Guide (Print - Virtual)	41,217	52,723	-11,506	-22%
Completed Video Views	18,268,915	13,611,197	4,657,718	34%
Total Visits to Website	2,524,049	1,681,155	842,894	50%
 Online Communities				
Email Subscribers	290,018	240,904	49,114	20%
Facebook	749,772	713,030	36,742	5%
Twitter	40,700	38,800	1,900	5%
Instagram	114,000	91,500	22,500	25%
Pinterest	<u>21,104</u>	<u>20,200</u>	<u>904</u>	<u>4%</u>
Online Communities Subtotal	1,215,594	1,104,434	111,160	10%

Devices April 2021

Mobile	59%
Desktop	36%
Tablet	5%

Completed video views total includes 2,897,215 as part of a COVID-19 credit program with VisitNC

COVID-19 Entry Restrictions: March 17-May 16, 2020.

Dashboard Overview

Overview

FY20-21 Spring-Summer campaign continued in April with CTV, Programmatic Video, Display and Native, OTA, Email and SEM efforts. Niche Audience Targeting and Article Remarketing efforts continued in April, supporting boomer articles and birding. All workflows continued including Foodie, Active Vacationer & Art, History & Culture, Family, Fishing and Camping/RV emails.

Overall, outerbanks.org continues to show positive growth in website traffic and conversions from direct sources, paid media and organic search. Outerbanks.org sessions increased for the fifth month in a row alongside the FY20-21 Spring-Summer campaign. Monthly website traffic continues to exceed the previous year, partially due to paused paid efforts in April 2020. Organic search, paid search, direct and social continue to drive a significant portion of site visits for FY20-21 YTD.

Highlights for April:

- Recorded 336K site sessions in April - Strong YOY increases recorded this month across nearly all sources, mainly due to decreased organic and paid traffic in April 2020 (paused all campaigns early April 2020).
- 168K engaged sessions recorded in April - Engaged sessions for FY20-21 fiscal YTD increased 73% YOY (compared to FY19-20 Jul - Apr).
- General Newsletter: 237K emails sent in April - Open Rate (+29%) and Send CTR (+28%) performance improved from the previous month, while Open CTR performance maintained - All metrics continue to exceed fiscal YTD performance.
- Workflow Emails: Strong open and click through rate performance continued in April. Workflows continues to out-perform the general newsletter - Over 108K emails sent to-date.
- SEM: Impression, click and conversion volumes increased from the previous month - Delivered nearly 51K clicks and 12K conversions in April.
- SEM: Click through and conversion rate performance maintained from the month prior and continues to deliver the strongest performance since the start of the fiscal year.
- Display: OTA, Programmatic Display and Native Display conversion rate and cost per conversion performance improved in April - Delivered 9K conversions across all efforts.
- Video: CTV (98%) and Programmatic Video (93%) continue to deliver strong completion rates - 2MM completed views delivered in April.
- Birding continued to deliver strong CTR performance in April, however performance was not as strong as earlier in the campaign - Refresh creative for May/June.
- Boomer articles delivered average CTR performance in April, with both articles driving similar CTR performance - Delivered 343K impressions and nearly 500 clicks.
- UberMedia: Over 16K visits were tracked to Dare County in March. Out of State Overnights accounted for the largest portion with 8.6K visits.
- UberMedia data for April has not become available. April visitation data will be included in next month's dashboard.

Completed Optimizations

Monitored overall campaign reporting weekly to ensure strong performance and overall success.

Introduced new placements to TripAdvisor campaign with the goal of improving overall performance - Re-launched on 4/27/2021 with refreshed display and native assets.

Continued to monitor and optimize SEM performance.

Continued interest-based workflow emails in April.

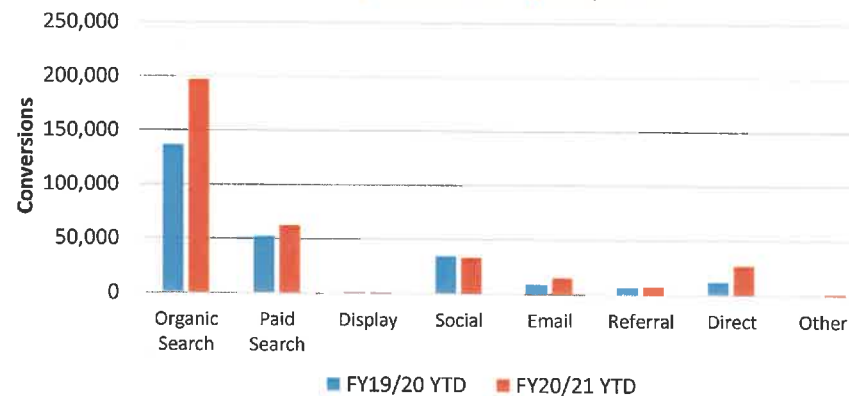
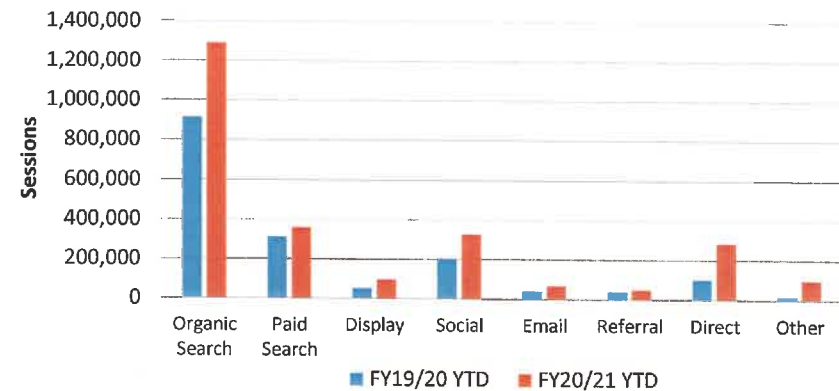
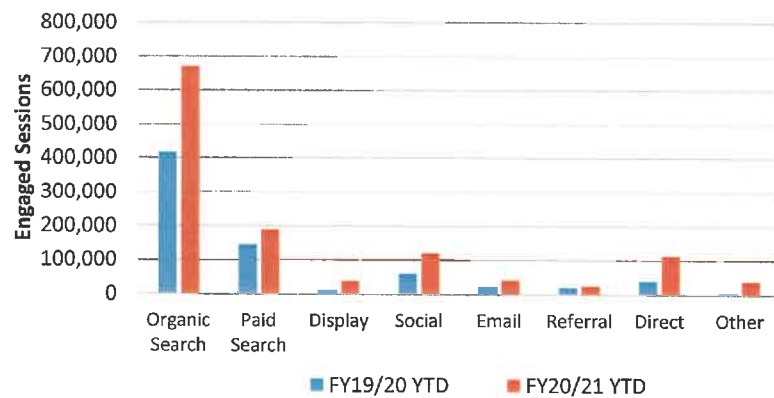
Action Steps

Topic	Commentary
Spring-Summer Campaign	Track Spring-Summer campaign performance and optimize where necessary.
Niche Audience Targeting	Refresh birding creative for May/June with the goal of improving overall performance.
SEM	Monitor click and conversion performance throughout the Spring-Summer season and optimize as necessary.
Email	Develop new content with planning-specific CTAs. Optimize emails by showing highest-clicked links in more prominent places.

Website Overview

	Apr-21	YOY	FYTD	YOY
Sessions	336,535	94%	2,497,049	49%
Engaged Sessions	168,772	290%	1,195,636	73%
Any Conversion*	57,714	449%	344,881	38%
eNews Sign Up Conversions	2,502	766%	18,124	56%
Travel Guide Conversions	4,718	312%	36,997	-10%
Listing Referral Conversions	51,928	457%	298,323	47%

*All conversions are "1-per-session."



Client: Outer Banks Visitors Bureau
Report Time Period: April 2021



Media Delivery Overview

FY20-21 Overview: Email / Workflows Delivery

Platform	Apr-21			Fiscal Year To-Date		
	Sends	Opens	Clicks	Sends	Opens	Clicks
Newsletter Emails	237,203	41,843	6,659	1,387,686	194,152	44,985
Workflow Emails	7,254	2,881	1,187	108,157	27,309	7,471
Total	244,457	44,724	7,846	1,495,843	221,461	52,456

FY20-21 Overview: SEM Delivery

Platform	Apr-21		Fiscal Year To-Date	
	Impressions	Clicks	Impressions	Clicks
Google	279,432	34,362	2,698,312	230,300
Bing	348,892	16,453	3,554,847	122,694
Total	628,324	50,815	6,253,159	352,994

FY20-21 Overview: Display Delivery

Platform	Apr-21		Fiscal Year To-Date	
	Impressions	Clicks	Impressions	Clicks
OTA Sites	523,859	1,082	6,488,989	14,389
Programmatic Banners	4,408,370	6,006	40,257,854	44,979
Programmatic Native	2,032,293	2,491	16,376,681	33,593
Total	6,964,522	9,579	63,123,524	92,961

FY20-21 Overview: Video Delivery

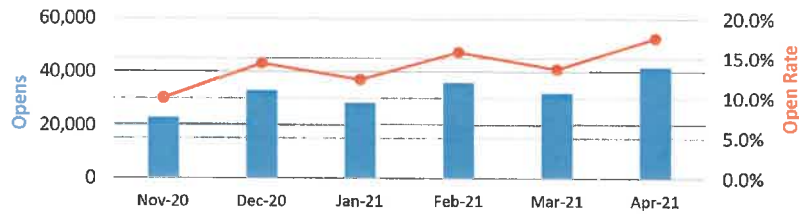
Platform	Apr-21			Fiscal Year To-Date		
	Impressions	Clicks	Video Completions	Impressions	Clicks	Video Completions
Programmatic Video	1,575,151	3,572	1,451,087	6,745,707	22,898	5,704,168
Connected TV	832,007	--	815,612	6,908,061	--	6,770,317
Visit NC Credit - COX CTV	--	--	--	2,926,480	--	2,897,215
Total	2,407,158	3,572	2,266,699	16,580,248	22,898	15,371,700

Client: Outer Banks Visitors Bureau
Report Time Period: April 2021

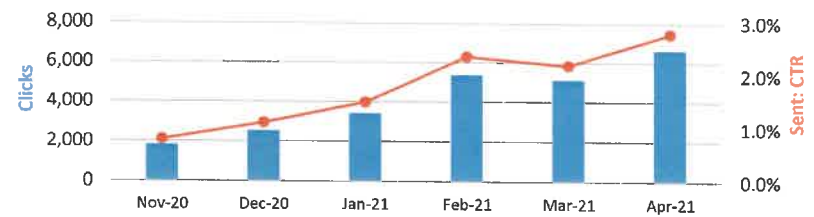


Email Marketing Campaign Overview

Opens and Open Rate by Month



Clicks and Click Rate by Month



Total Campaign Performance by Month

Month	Sends	Deliveries	Opens	Open Rate	Clicks	Sent: CTR	Open: CTR	Bounces	Unsubscribes	Spam
Nov-20	228,538	228,209	22,929	10.0%	1,819	0.8%	7.9%	329	363	94
Dec-20	228,941	228,663	32,931	14.4%	2,551	1.1%	7.7%	308	564	5
Jan-21	229,575	229,253	28,345	12.4%	3,444	1.5%	12.2%	322	449	29
Feb-21	228,239	227,420	36,012	15.8%	5,400	2.4%	15.0%	819	561	7
Mar-21	235,190	234,319	32,092	13.7%	5,157	2.2%	16.1%	871	387	19
Apr-21	237,203	236,806	41,843	17.7%	6,659	2.8%	15.9%	397	492	14
GRAND TOTAL	1,387,686	1,384,670	194,152	14.0%	44,985	3.2%	23.2%	3,046	2,816	295

Top Links Clicked - Current Month*

Link	Clicks*	Open: CTR
/places-to-stay/	1,441	3.4%
/restaurants/	1,318	3.1%
/plan-your-trip/offers-and-packages/	1,258	3.0%
/plan-your-trip/trip-ideas/	915	2.2%
/islands-of-the-outer-banks-which-one-is-right-for-you/	717	1.7%
/travel-guide/	682	1.6%
/13-best-outdoor-things-for-boomers-on-the-outer-banks-of-north-carolina/	661	1.6%
/getting-here-and-around/	614	1.5%
/plan-your-trip/	450	1.1%
GRAND TOTAL	8,056	2.4%

* link clicks include forwarded email clicks

Email Performance - Current Month

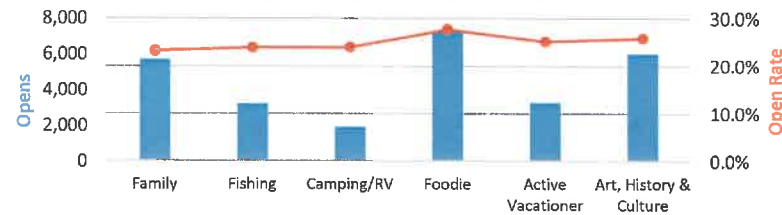
Subject Line	Sent	Deliveries	Opens	Open Rate	Clicks	Sent: CTR	Open: CTR	Bounces	Unsubscribes	Spam
The countdown to Outer Banks summer is on!	237,203	236,806	41,843	17.7%	6,659	2.8%	15.9%	397	492	14
GRAND TOTAL	237,203	236,806	41,843	17.7%	6,659	2.8%	15.9%	397	492	14

Client: Outer Banks Visitors Bureau
Report Time Period: April 2021

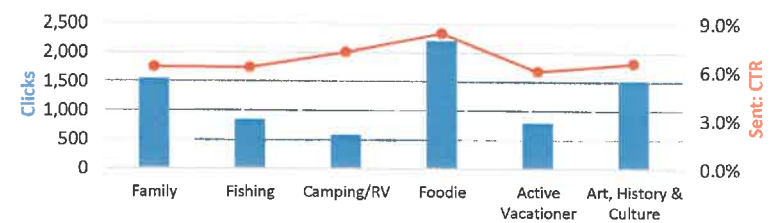


Email Marketing Campaign Overview

Opens and Open Rate by Interest Category



Clicks and Click Rate by Month



Total Campaign Performance by Interest Category

Interest Category	Sends	Deliveries	Opens	Open Rate	Clicks	Sent: CTR	Open: CTR	Bounces	Unsubscribes	Spam
Family	24,475	24,444	5,685	23.2%	1,546	6.3%	27.2%	31	68	2
Fishing	13,407	13,380	3,200	23.9%	844	6.3%	26.4%	27	26	3
Camping/RV	7,960	7,925	1,905	23.9%	576	7.2%	30.2%	35	17	0
Foodie	26,161	26,096	7,252	27.7%	2,204	8.4%	30.4%	65	60	2
Active Vacationer	12,955	12,926	3,259	25.2%	784	6.1%	24.1%	29	32	2
Art, History & Culture	23,199	23,140	6,008	25.9%	1,517	6.5%	25.2%	59	56	1
GRAND TOTAL	108,157	107,911	27,309	25.2%	7,471	6.9%	27.4%	246	259	10

Top 3 Links Clicked Per Workflow

Links: Family	Clicks*	Open: CTR
/places-to-stay	417	7.3%
/post/5-ways-to-make-your-family-trip-unforgettable	310	5.5%
/top-10-things-to-do	305	5.4%
Links: Fishing	Clicks*	Open: CTR
/things-to-do/water-activities/fishing	247	7.7%
/restaurants	181	5.7%
/places-to-stay	142	4.4%
Links: Camping/RV	Clicks*	Open: CTR
/places-to-stay/campgrounds-and-rv-parks	284	14.9%
/blog-post/camping-in-the-outer-banks	146	7.7%
/travel-guide	58	3.0%

Top 3 Links Clicked Per Workflow

Links: Foodie	Clicks*	Open: CTR
/restaurants	507	7.0%
/seafood	484	6.7%
/post/best-obx-restaurants-bars	465	6.4%
Links: Active Vacationer	Clicks*	Open: CTR
/restaurants	176	5.4%
/things-to-do	168	5.2%
/places-to-stay	149	4.6%
Links: Art, History & Culture	Clicks*	Open: CTR
/restaurants	326	5.4%
/things-to-do	310	5.2%
/places-to-stay	275	4.6%

GRAND TOTAL

4,950 **6.5%**

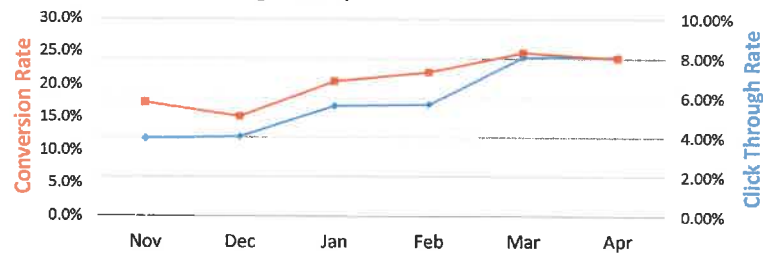
* link clicks include forwarded email clicks

Client: Outer Banks Visitors Bureau
Report Time Period: April 2021

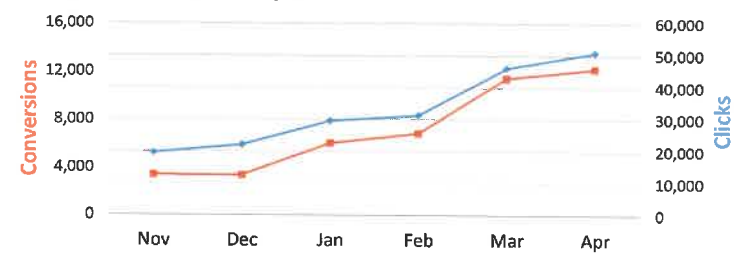


SEM Campaign Overview

Conversion and Click Through Rates by Month



Conversion and Click Volume by Month



Total Campaign Performance by Month

Month	Spend	Clicks	Impressions	CTR	Avg. CPC	Conv.	Cost Per Conv.	Conv. Rate
Nov	\$24,726	19,481	492,661	4.0%	\$1.27	3,372	\$7.33	17.3%
Dec	\$34,597	21,954	543,804	4.0%	\$1.58	3,345	\$10.34	15.2%
Jan	\$32,674	29,400	526,425	5.6%	\$1.11	6,044	\$5.41	20.6%
Feb	\$31,890	31,205	551,672	5.7%	\$1.02	6,848	\$4.66	21.9%
Mar	\$32,845	46,012	570,916	8.1%	\$0.71	11,477	\$2.86	24.9%
Apr	\$31,116	50,815	628,324	8.1%	\$0.61	12,233	\$2.54	24.1%
GRAND TOTAL	\$187,848	198,867	3,313,802	6.0%	\$0.94	43,319	\$4.34	21.8%

Total Campaign Performance by Platform

Platform	Spend	Clicks	Impressions	CTR	Avg. CPC	Conv.	Cost Per Conv.	Conv. Rate
Google	\$16,720	34,362	279,432	12.3%	\$0.49	8,064	\$2.07	23.5%
Bing	\$14,397	16,453	348,892	4.7%	\$0.88	4,169	\$3.45	25.3%
GRAND TOTAL	\$31,116	50,815	628,324	8.1%	\$0.61	12,233	\$2.54	24.1%

Display Overview

Campaign Overview: FY20-21 Spring-Summer Display Details by Tactic

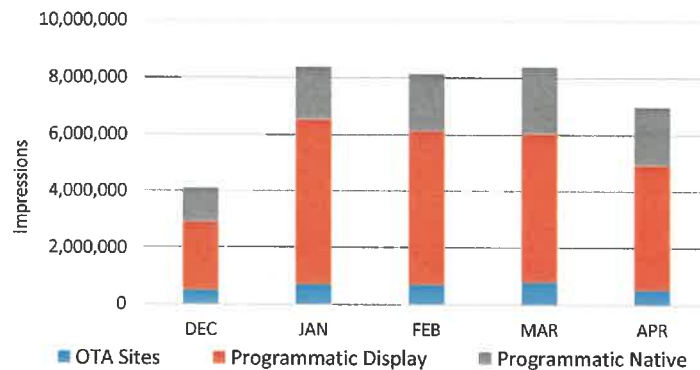
Platform	Authorized Budget	Spend To Date	Impressions	Clicks	CTR	Avg. CPC	Conv.	Cost / Conv.	Conv. Rate	Bounce Rate	Pages/ Session	Avg. Session Duration
OTA Sites	\$80,000	\$54,436	3,112,753	5,243	0.17%	\$10.38	3,940	\$14	0.127%	75%	1.58	1:11
Programmatic Banners	\$576,556	\$166,047	23,286,466	35,243	0.15%	\$4.71	17,033	\$10	0.073%	84%	1.42	0:30
Programmatic Native		\$48,640	9,385,035	13,045	0.14%	\$3.73	8,604	\$6	0.092%	74%	1.62	1:04
FY20-21 Spring-Summer Total YTD	\$656,556	\$269,123	35,784,254	53,531	0.15%	\$5.03	29,577	\$9	0.083%	50%	2.13	2:30

Campaign Overview: FY20-21 Fall Display Details by Tactic (Concluded in December 2020)

Platform	Authorized Budget	Spend To Date	Impressions	Clicks	CTR	Avg. CPC	Conv.	Cost / Conv.	Conv. Rate	Bounce Rate	Pages/ Session	Avg. Session Duration
OTA Sites	\$64,000	\$64,000	3,376,236	4,222	0.13%	\$15.16	337	\$190	0.010%	82%	1.28	0:49
Programmatic Banners	\$170,000	\$127,378	16,971,388	13,251	0.08%	\$9.61	738	\$173	0.004%	47%	2.09	0:50
Programmatic Native		\$42,622	6,991,646	13,460	0.19%	\$3.17	312	\$137	0.004%	69%	1.67	3:36
FY20-21 Fall Total YTD	\$234,000	\$234,000	27,339,270	30,933	0.11%	\$7.56	1,387	\$169	0.005%	57%	1.92	1:55

Total Impression Volume by Month by Tactic

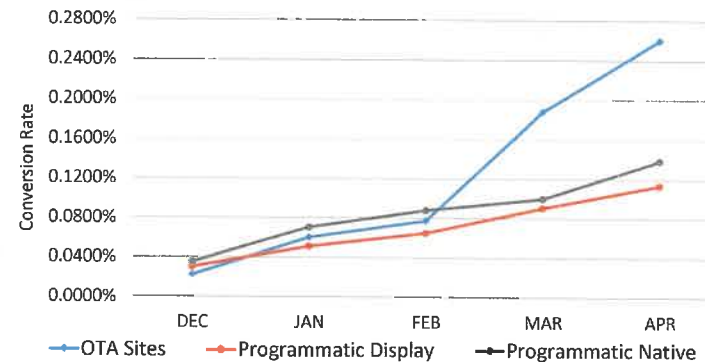
Notes: FY20-21 Spring-Summer efforts delivered over 6MM impressions in April.



Note: December OTA line reflects both the remaining FY20-21 Fall VRBO placement and FY20-21 Spring-Summer placements.
Note: FY20-21 Spring-Summer conversions include the Places To Stay Page View conversion.

Conversion Rate by Month by Tactic

Notes: Conversion rate increased in April across OTA, Display and Native groupings.



Client: Outer Banks Visitors Bureau
Report Time Period: April 2021



Video Overview

Campaign Overview: FY20-21 Spring-Summer Video Details by Tactic

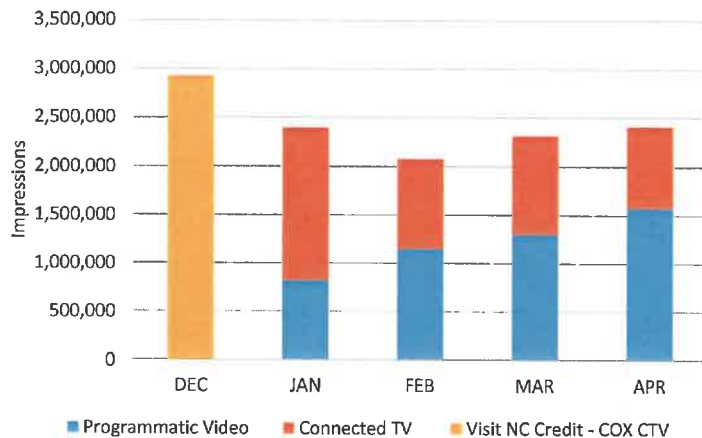
Platform	Authorized Budget	Spend To Date	Impressions	Clicks	CTR	Avg. CPC	Video Completions	Cost/Completed View	Video Completion Rate	Conv.	Cost / Conv.	Conv. Rate
Programmatic Video	\$329,906	\$111,243	4,852,716	20,505	0.42%	\$5.43	4,521,748	\$0.02	93%	3,437	\$32	0.071%
Connected TV		\$149,135	4,337,988	--	--	--	4,246,085	\$0.04	98%	--	--	--
FY20-21 Spring-Summer Total YTD	\$329,906	\$260,377	9,190,704	20,505	0.42%	\$5.43	8,767,833	\$0.03	95%	3,437	\$32	0.071%

Campaign Overview: Visit NC Credit - COX CTV Video Details by Tactic (Concluded in December 2020)

Platform	Authorized Budget	Spend To Date	Impressions	Clicks	CTR	Avg. CPC	Video Completions	Cost/Completed View	Video Completion Rate	Conv.	Cost / Conv.	Conv. Rate
Visit NC Credit - COX CTV	\$100,000	\$100,000	2,926,480	--	--	--	2,897,215	\$0.03	99%	--	--	--
Visit NC Credit - COX CTV Total	\$100,000	\$100,000	2,926,480	--	--	--	2,897,215	\$0.03	99%	--	--	--

Video: Total Impression Volume by Month

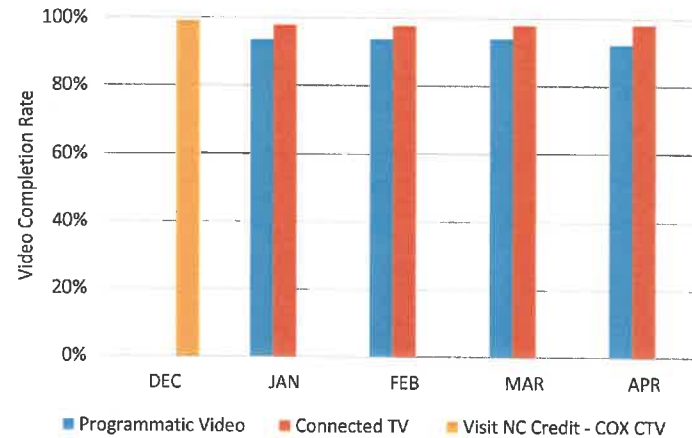
Notes: FY20-21 Spring-Summer efforts delivered over 2MM impressions in April.



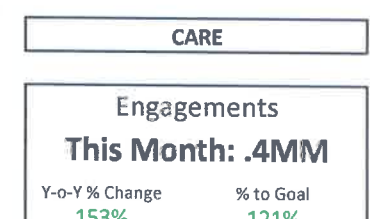
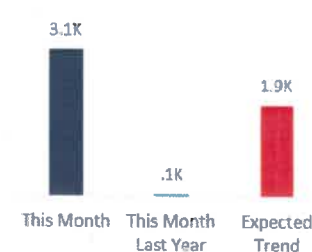
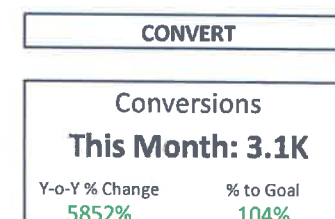
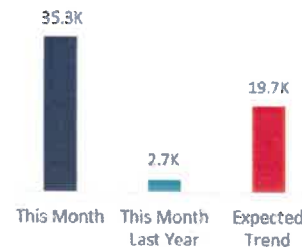
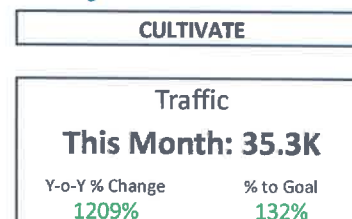
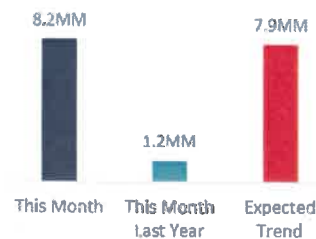
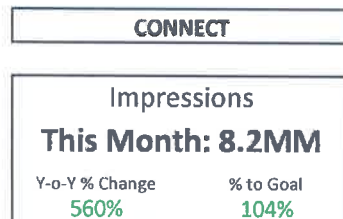
Source for Visit NC Credit is COX / LGA

Video Completion Rate by Month

Notes: HYTD CTV and Programmatic Video efforts continued to drive strong video completion rates in April.



Executive Summary



Monthly Highlights:

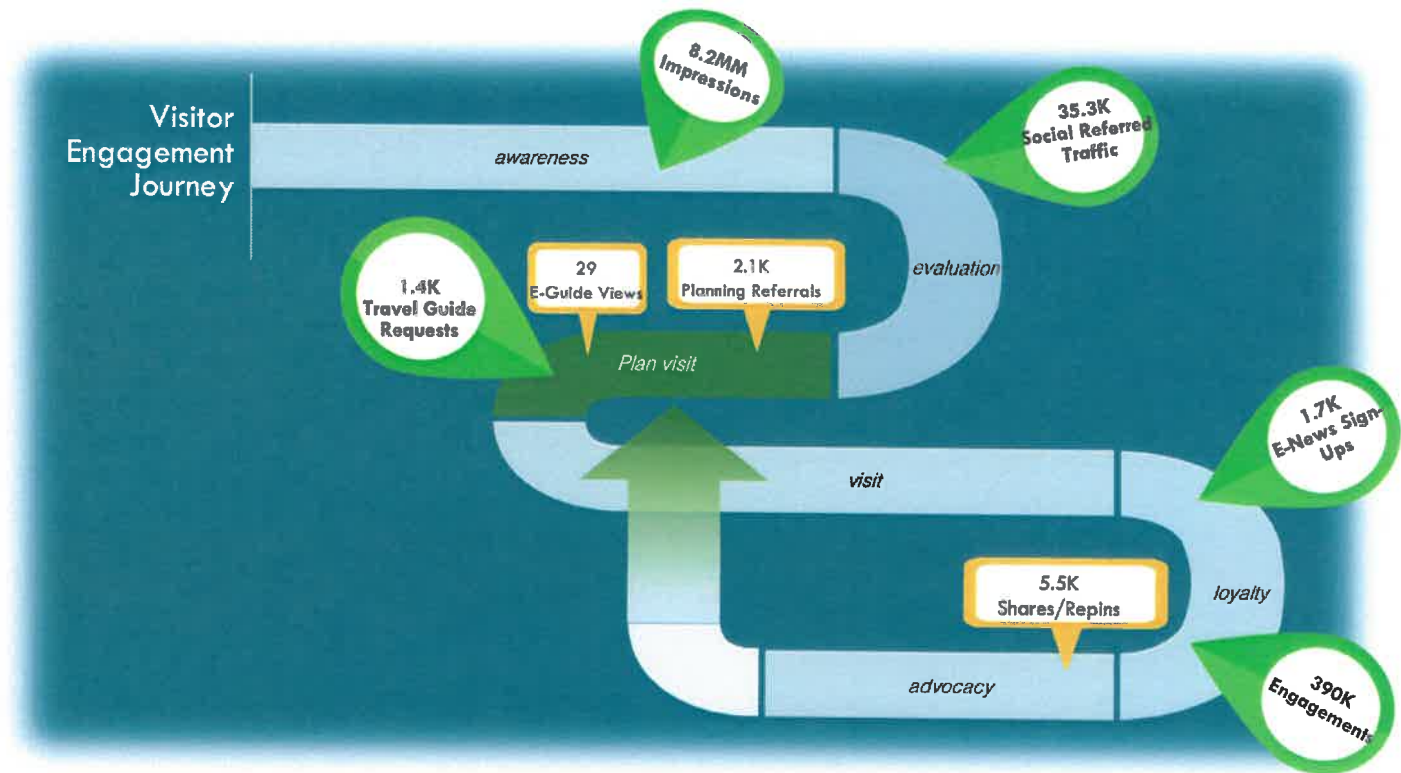
- Performance compared to April 2020 was elevated considerably due to paused promotion during the start of the pandemic last year.
- In April, the total number of impressions and engagements this fiscal year surpassed last year's totals.

Recommendations/Next Steps:

- Continue to use seasonally appropriate imagery with in-season colors or wording/copy to pull people in.
- Continue to direct users to blog post with helpful info for trip planning
- Visuals that are eye-catching and show the unique landscape of OBX or activities visitors can do stand out
- In upcoming content calendars, continue leveraging high-performing content that has strong visual ties to OBX and directs users to specific blog posts and topics to aid visitors with trip planning guidance and inspiration.

Visitor Journey

The Outer Banks
OF NORTH CAROLINA



TOURISM SALES & EVENTS | INDUSTRY RELATIONS ACTIVITIES – MAY 2021

Future Trade Show Dates and Locations:

Staff is currently scheduled for the following trade shows:

Virtual Trade Shows:

- June 8 - 10, 2021: American Bus Association Annual Marketplace

In Person Trade Shows:

- August 8 – 11 2021: 2021 VMA-MCASC-NCMA Regional Meeting
- October 11 – 14 2021: SPORTS Relationship Conference

The Soundside Event Site:

Attached is an updated 2021 schedule for your review.

Request for Proposals:

Bureau sales staff sent out the following request for proposal recently to our industry partners.

- **Bschool Travel**, August 23 - 27, 2021, 13 rooms per night, 26 ppl, attractions, activities, meals
- **Riley Tours**, April 29 – May 2, 2021, 26 rooms per night, 46 ppl, attractions, activities, meals
- **Sugar Tours/First Peoples Bank of TN**, September 26 - 30 2021, 26 rooms per night, 46 ppl, attractions, activities, meals

2021 Soundside Event Site Schedule

Name of Event	Date of Event	Site Reserved
OBSE's Chowder Banks Fest	Saturday, April 24, 2021	Thursday, April 22 – Sunday, April 25, 2021
OBX Rod & Custom Festival	Friday, April 30 – Saturday, May 1, 2021	Thursday, April 29 – Sunday, May 2, 2021
Dare2Care OBX Shred Fest	Saturday, May 15, 2021	Thursday, May 13 – Sunday, May 16, 2021
Outer Banks Jeep Jam	Friday, May 21 – Saturday, May 22, 2021	Wednesday, May 19 – Sunday, May 23, 2021
Outer Banks Food Truck Showdown	Sunday, June 6, 2021	Thursday, June 3 – Monday, June 7, 2021
Soundside FunFair presented by Deggeller Attractions	Thursday, June 10 - Sunday, June 13, 2021	Tuesday, June 8 - Monday, June 14, 2021
Outer Banks Food Truck Showdown	Sunday, September 12, 2021	Thursday, September 9 - Tuesday, September 14, 2021
Sumospeed Beach Bash	Saturday, September 18, 2021	Saturday, September 18, 2021
OBX Rod & Custom Festival	Friday, October 1 - Saturday, October 2, 2021	holding date for a possible 2nd event
Outer Banks Seafood Festival	Saturday, October 16, 2021	Tuesday, October 12 - Tuesday, October 19, 2021
OBX Brewtag	Saturday, October 23, 2021	Wednesday, October 20 - Monday, October 25, 2021

updated: May 2021

PUBLIC RELATIONS REPORT: May 2021

PUBLIC RELATIONS

Press Release | “Views From Your Parks: New Webcam Brings Cape Hatteras Lighthouse View To You.” The Outer Banks Visitors Bureau collaborated with Outer Banks Forever and Surflife to co-author a press release announcing this exclusive opportunity for the public to see the view from atop this symbol of the Outer Banks and North Carolina coast. 37 MM potential audience. 77 media outlets picked up this release in its entirety. <https://prn.to/2RJ63O2>

Getaways Podcast | May 2021 “Members Master Class: Outer Banks” Aaron was interviewed about the Outer Banks and what it could offer guests of the Villas of Hatteras Landing among others as a destination in 2021. The series is presented weekly for members of RSI Vacations and goes direct to 25,000 customers.

EARNED MEDIA – PUBLISHED

Leisure Group Travel | May 2021 – “The Road Forward: How Today’s Family Travel Trends Are Changing” by Nancy Schretter. The Outer Banks gets recognized in a short list of vacation rental destinations for this broader piece on trending vacations. 100K circulation. Aaron and Nancy worked together on a Destination Reunions magazine story, which links. <https://bit.ly/338CUyj>

Small Market Meetings | May 2021 – “Carolina Coastlines” Aaron and Tourism Sales Manager Lorrie Love pitched author Paula Gladych about why Nags Head makes a great place for meetings planners to host small group functions with unique itinerary options. Available in both digital magazine and online versions. <https://bit.ly/3nUw7C1>

Triangle Gardener | May 2021 – “Outer Banks: Adventures and Gardens” by Beverly Hurley. The digital and print version of the article in Triangle Gardener is out, with additional coverage due for GardenDestinations.com. The Outer Banks PR team assisted editor Beverly Hurley on a discovery visit to the Elizabethan Gardens and Mother Vine on Roanoke Island as part of an Outer Banks focus piece, along with other great outdoor spaces and places. see .pdf and digital magazine at <https://bit.ly/2PKUSnr>

GardenDestinations.com | May 2021 – “Outer Banks: Adventures and Gardens” by Beverly Hurley. The Outer Banks PR team assisted editor Beverly Hurley on a discovery visit to the Elizabethan Gardens and Mother Vine on Roanoke Island as part of an Outer Banks focus piece, along with other great outdoor spaces and places. Also published in Triangle Gardener. <https://bit.ly/3vYsuNW>

BabyGizmo.com | May 2021 – “Things to Do in The Outer Banks with Teens” The Outer Banks PR team was excited to share the OBX with the traveling influencer family of Hollie Shultz, who create great video and blog content under the Baby Gizmo brand. They visited in April and produced a number of great family focused reviews. <https://bit.ly/3hhYDMz>

THE OUTER BANKS PROJECT

Southern Travel + Lifestyles | May/June 2021 – “North Carolina: Cool Counties” The PR team is contributing to the magazine’s Explore the Outdoors and North Carolina sections in both digital and print. Dare County’s Wright Brothers history is highlighted in this roundup. <https://bit.ly/3w4Mi27>

EARNED MEDIA – IN MARKET VISITS

Macaroni Kid: DC | May 2021 – Amy Ghigliari brought her family to Nags Head in May and will share about their trip in her local Macaroni Kid publications: Frederick, Loudoun and Westminster-Carroll, all of which cover the Washington DC/Baltimore Metro Area. Each week over 25,000+ families receive the weekly newsletter. Each quarter they feature one area that makes for a great drivable destination from Maryland.

Dennis Lennox | May 11-15, 2021 – Aaron met Dennis at last year’s International Media Marketplace event. The Christian Post (1.9 million uvm) presents national and international coverage of current events affecting and involving Christian leaders, church bodies, ministries, mission agencies, schools, businesses, and the general Christian public. Dennis also contributes to The Epoch Times (7.6 million uvm).

Judy Koutsky | July 1-5, 2021 – Aaron worked with Judy on the Travel + Leisure story that included the Outer Banks in the “21 Best Babymoon Destinations Around The World.” <https://bit.ly/3qsqhXT> She is coming this summer to research a story for Forbes at our invitation, which we think will be a good turnaround.

Amy Beth Wright | Jun 1-4, 2021 – Amy and her husband author the website ParksAndPoints.com, and she additionally freelances for editorial travel brands with a focus on public lands, food and spirits, architecture and history. Examples incl. Artsy, Wine Enthusiast, Metropolis, Southwest

EARNED MEDIA – IN DEVELOPMENT

Larry Olmstead | April 10-19, 2021 – Larry has submitted his Cigar Aficionado magazine story covering the Outer Banks, TBD. He visited last month in person and we hope to get some great coverage down the road. He’s an author and food columnist to several pubs. NY Times, Wall Street Journal and Washington Post Bestselling Author. He also attended the OBX Taste of the Beach.

Stratton Lawrence | Apr 18-23, 2021 – Stratton is updating the Forbes travel content for the Outer Banks, writing the new Eastern North Carolina and North Carolina Coast chapters of the next edition of Fodor's The Carolinas and Georgia book. Aaron helped him identify places to visit during last month’s in-market visit across the islands.

Business NC | June 2021 – Outer Banks Visitors Bureau team provided content support for a Town Square feature of Kill Devil Hills in the June issue of the magazine. 30K circ.

CONTENT PARTNERSHIPS

Kathy Newbern + J.S. Fletcher | Apr 27-30, 2021 – North Carolina’s resident romance writers are working on a content piece for OuterBanks.org that’ll help active adult travelers find settings and activities on the OBX that help partners connect on a deeper level.

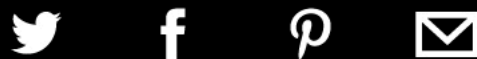
THE BESTS

The Best Family Beach Vacations in the U.S.

From Puerto Rico to Wisconsin, there are plenty of places to enjoy the sun and sand stateside.

BY REGAN STEPHENS

April 16, 2021



In past summers, you may have ambitiously planned a family beach vacation to [the Bahamas](#), or a couple of weeks of soaking up the sun on the [Amalfi Coast](#). But with those itineraries thwarted this year by the ongoing [pandemic](#), now is the time to look closer to home for a summertime family getaway. The best family beach vacations shouldn't require much work either—they're mainly about finding the right place to plop down, so you can unplug from Zoom meetings and e-learning, and instead spend your days swimming, scavenging for seashells, unwinding in a [hammock](#), and staying up late to roast s'mores and stargaze together.

As for where to find all of that, we've got a few ideas. We've rounded up the best family beach vacations, centered around great amenity-rich hotels and resorts, so that all you have to do is pick where to go. From a quintessential [New England](#) coastal retreat, to a rustic lakeside campground, to a luxury estate that channels the [French Riviera](#), you'll find your perfect family beach vacation for the summer, below.



Courtesy Sanderling Resort

Outer Banks, North Carolina

Best for: Reuniting with the cousins

If it's been too long since the kids have gathered with their favorite gang of cousins, book a stay in the Outer Banks for plenty of outdoor entertainment and room to roam. Set on the sandy shores between the Currituck Sound and Atlantic Ocean, the **Sanderling Resort** has both private beaches and pools (one perfect for kids, with a sloping wade-in design, as opposed to steps), plus a roster of activities, from kayaking and **surfing** to guided snorkeling or shell collecting. Rooms are spacious, with soaking tubs and balconies, or small decks for catching some spectacular sunsets.

Book now: From \$270 per night, [kayak.com](#)

SMALL MARKET MEETINGS

SANTA FE, NEW MEXICO | OHIO'S LAKE ERIE | CAROLINAS MEETING GUIDE

MAY 2021



College Towns
MAKE THE
GRADE



Carolina Coastlines

CAPE HATTERAS LIGHTHOUSE IS AMONG THE MOST VISITED SPOTS IN NORTH CAROLINA'S OUTER BANKS

Courtesy Outer Banks VB

BY PAULA AVEN GLADYCH

The Carolinas are home to some of the best waterfront destinations in the country, from isolated barrier island towns with pristine white-sand beaches to larger cities that front rivers or the Intracoastal Waterway. These beautiful waterfront destinations offer a variety of hotel and meeting venues as well as plenty of water activities and fun attractions to keep your meeting attendees occupied during their free time.

KIAWAH ISLAND, SOUTH CAROLINA

Kiawah Island is a 10,000-acre barrier island about 21 miles south of Charleston in South Carolina. It has 10 miles of beaches, maritime forests, marshes, sand dunes and plenty of wildlife to discover, including sea turtles, white-tailed deer, alligators, seabirds and bobcats. The Kiawah Island Golf Resort is a wonderful coastal setting for meetings

and conferences. The resort has more than 500 private villas and luxury homes that provide 1,150 rooms. The Sanctuary at Kiawah Island Golf Resort is a 255-room luxury hotel and spa on property that resembles a grand seaside mansion. Its West Beach Conference Center has 23,000 square feet of pre-event and event space, including a 10,000-square-foot meeting room and 10 breakout rooms. The Sanctuary's east wing includes many different meeting and event spaces, including the 6,000-square-foot Grand Oaks Ballroom and the Calhoun Boardroom. The Grand Lawn and Terrace offer oceanfront views for outdoor events.

Groups that want to take advantage of the beaches and water can kayak in the ocean or on the marshes; take an ecotour boat ride through Kiawah's inlets, creeks and marshes searching for the Atlantic bottlenosed dolphin; book an inshore fishing charter; or do yoga on the beach.

charlestoncvb.com/beaches/kiawah-island

NAGS HEAD, NORTH CAROLINA

Nags Head, in the Outer Banks, is one of the oldest beach communities in North Carolina. Legend has it that the name

came from land who that would tie a lantern around a horse's neck to make ships believe there was another ship between them and land. When their ships crashed onto shore, the pirates would steal their goods. Now, instead of piracy, the area is known for its beautiful beaches, three national park sites that are within a short drive of town and the Bodie Island Lighthouse.

Groups meeting in the area have their pick of 10 hotels; the largest include Hilton Garden Inn Outer Banks/Kitty Hawk, with 9,854 square feet of event space and 180 guest rooms, and the Comfort Inn Oceanfront South, with 7,471 square feet of meeting space and 105 guest rooms.

Nags Head is close to the Fort Raleigh National Historic Site, the Wright Brothers National Memorial and Cape Hatteras National Seashore, all of which make great spots for groups to visit. Jockey's Ridge State Park, in the middle of town, covers 426 acres of natural sand dunes, which rise nearly 90 feet above sea level. More adventurous groups like to take hang gliding lessons there.

The Bodie Island Lighthouse, a few miles outside of town, is open for climbing. Groups that would like to get out on the water can book an excursion on the Crystal Dawn Head Boat out of Pirate's Cove Marina on the Nags Head-Manteo Causeway. Groups can fish for flounder, sea bass, gray trout and more, or enjoy a sunset cruise on Roanoke Sound, where they can see Jockey's Ridge and the Elizabeth II, a square-rigged sailing vessel.

outerbanks.org

ISLE OF PALMS, SOUTH CAROLINA

Isle of Palms, which is not technically an island since it only has water on three sides, is best known for its beaches and vacation rentals and the expansive 1,600-acre Wild Dunes Resort. Groups that want to get away from Charleston, South Carolina, can host their meeting or event in the resort's 35,000 square feet of meeting space. The resort opened its new 153-room hotel, the Sweetgrass Inn, in March 2021. The property added 30,000 square feet of indoor and outdoor meeting spaces, including a grand ballroom and terrace and a rooftop ballroom and terrace that feature panoramic views of the ocean. The hotel also features a 14-treatment-room destination spa, expanded pools and a poolside restaurant and bar. The Boardwalk Inn Hotel is a AAA four-diamond resort that has 93 coastal hotel rooms and suites; or groups can book rooms and suites through the Residences at Sweetgrass.

During their off hours, meeting attendees can take advantage of the resort's pristine beaches or plan a group golf outing on the resort's two Tom Fazio-designed golf courses. Groups that want to get out on the water can set up group kayaking or boating expeditions, an oyster clinic or skeet shooting, or schedule a group sail on the Schooner Pride, an 84-foot tall ship that berths in Charleston Harbor. Charleston is only 20 minutes away, so attendees also have the option to go to town, where they can take historic walking tours or nighttime ghost tours. Boats are also available to take groups out to Fort Sumter National Monument.

charlestoncvb.com/beaches/isle-of-palms



Courtesy Explore Charleston



Courtesy Explore Charleston



FREE

TRIANGLE GARDENER

YOUR LOCAL GUIDE TO ENJOYABLE GARDENING

TRIANGLEGARDENER.COM | MAY – JUNE 2021

Pollinators

plants they love, gardening tips

Plant Focus: Hydrangeas
Ladybugs: Fun Facts
Pest Scouting: Don't Delay
Fertilizer: More Than N-P-K

ALSO! GARDEN EVENTS • BOOKS • BIRDS • EXPERTS • TRAVEL • GARDEN NEWS

The Outer Banks: Adventures and Gardens

If all you do is go to the beach when visiting the Outer Banks of North Carolina, then you will miss the real beauty here. This jewel of the North Carolina coast, commonly called OBX, is home to coastal forests, black water rivers, sound side marshes, lovely gardens, towering sand dunes, and yes, miles and miles of open water and beautiful barrier island beaches. Everywhere you look there is flora and fauna to see as long as you turn your back to the ocean and explore the nature side of OBX.

Nature Adventures

A first stop on your visit should be at the Alligator River National Wildlife Refuge. You can explore the refuge by car on a wildlife drive where you might see bears and red wolves or by foot on a number of trails (with this same wildlife) but the real experience here is exploring the river and creek by kayak.

It's called Alligator River for a reason. Yes, there are alligators here. The refuge is one of the northernmost homes for the American alligator. Whether you bring your own kayak or take a guided tour with Kitty Hawk Kayaks, you can experience this water wilderness lined with tall grasses and rushes, small pools with water lilies, and yes, the occasional alligator resting along the edges of the marshy areas. On my day of paddling, the guide pointed out two gators in a slumber who didn't seem to care that I was quickly paddling by.

Another thrill beyond the alligators (seriously, can there be a greater thrill?) was discovering the Milltail Creek Paddling Trails here. These canals were hand dug over 150 years ago for the logging industry, and some say to run moonshine during Prohibition, but today these water trails offer a way to see the flowers, trees, and shrubs up close. At some points, the paddle trail is only 10 feet wide, giving you a chance to pause and take in the natural beauty here. The water trails are lined with rushes, cypress trees, sun dews, ferns, blue flag irises in the spring, and a host of other plants.



Jockey's Ridge vegetation / Beverly Hurley

If kayaking with alligators doesn't appeal to you, there is another place to kayak in a maritime forest at the Kitty Hawk Woods Coastal Reserve. There are many water and land trails here that weave through the marshes and forest, and eventually to the sound. You can launch your own kayak at several access points or take a guided tour with Kitty Hawk Kayaks to learn about the rich natural history here.

You can also hike at the Nags Head Woods Preserve in Kill Devil Hills, one of the largest remaining maritime forests on the East Coast. The preserve is home to over 550 species of plants from towering oaks, pines, and hickories to marsh pennywort and tiny orchids.

On the south edge of the preserve the landscape changes to the soaring sand dunes at Jockey's Ridge State Park. This 425 acre park includes the tallest natural sand dune environment in the eastern USA. And while many newcomers fly a kite or try out hang gliding first, the real reward is taking a hike across the dunes where some 125 acres of the park is covered in vegetation, mostly on the perimeter of the dunes. Live oaks, three species of pine, yaupon holly, American beech, wax myrtle, beach heather with yellow flowers in summer, wetland plants, and many varieties of grasses are among the 430 plant species that thrive at Jockey's Ridge. Without the woodland on the western side of the dunes, the winds would push the sand into the sound.

The Tracks in the Sand Trail



Kayaking / Outer Banks Visitors Bureau



Outer Banks Adventures Airboat / Outer Banks Visitors Bureau

guides you across the dunes from the Visitor Center to Roanoke Sound. Or try the Soundside Nature Trail to experience the marsh wetland with wildflowers like swamp rose and partridge pea. It's okay to hike anywhere at Jockey's Ridge as long as you stay off the plants. This is a fragile, ever-changing environment sculpted by the wind. The park service offers a number of events from a kite festival and full moon hikes to kayak trips and ghost stories on the beach. They can also arrange a free ATV tour of the park for those with disabilities. Make an advance reservation for this.

The five sounds that surround OBX (from north to south Currituck, Albemarle, Croatan, Roanoke, and Pamlico) make up the second largest estuary on the East Coast. However, with a depth of only three to four feet these can be difficult to access by traditional boat. That was until

the Outer Banks Adventures Airboat Tour arrived here. This a unique way to experience OBX. I climbed on board, donned a headset so I could hear the guide, and zipped across the water and through the marshes, stopping on some of the sandy islands for an informative talk of the unique biodiversity found here. Along the way, I learned about the various marsh grasses, saw the crab pots and hunting blinds scattered across the sound, and listened in awe as the boat owner Jamie told stories about life on OBX. Tours are given by appointment and specialized to the group's interests.

OBX Gardens

Back on land, the garden highlight of a visit must include the Elizabethan Gardens in Manteo. Set on 8.5 acres on the northern tip of Roanoke Island, the gardens are a pleasant surprise. What started in



Courtyard garden / Elizabethan Gardens



Roanoke Island Inn garden / Beverly Hurley

the 1950s by the Garden Club of North Carolina as a tribute to the lost colonists (that's a whole other story), has become a lovely public garden massed with plants, statues, fountains, and incredible views of the sound. All visits start in the courtyard after passing through a small but well-stocked garden gift shop housed in the former Orangery. The courtyard pays homage to the Elizabethan style of a pleasure garden using organized and geometric patterns of trimmed boxwood and seasonal plantings, and includes an herb garden with plants written about by Shakespeare. The courtyard is lined with palatka holly and chindo viburnum. The Great Gates set in the brick wall came from the French Embassy in Washington, D.C., and many of the statues and stone urns in the garden are from notable estates across the region.

From here, stroll the President's Walk lined with azaleas, fatsias, hydrangeas, camellias, cast iron plants, and more to the larger than life statue of Queen Elizabeth I. At this point, you can turn left or right as the path goes in a circle to the other interesting garden sections to visit at

various points along the way.

To the right takes you to the Mount with a small carved marble well head on this highest spot in the garden. Then head down the steps to a garden with a Carrara marble statue of Virginia Dare, the artist's interpretation of what this first English child born in the New World would have looked like as an adult. The path to the Overlook Terrace is lined with hanging baskets packed with seasonal plantings. The signature garden is just steps from here - the Sunken Garden. Designed more like a parterre with a formal garden centered around a fountain, the Sunken Garden gives grandeur to the Elizabethan Gardens. Pink crepe myrtles, neatly trimmed shrubs, and seasonal plantings fill this garden respite.

Other areas include a woodland garden, small rose garden, and a children's garden with a butterfly house and play areas. Throughout the landscape are majestic live oaks, magnolias, and native azaleas. The greenhouse sells plants so plan to stock up at the end.

At one time, Roanoke Island



Manteo boardwalk, marsh grasses, lighthouse / Beverly Hurley

was densely covered in wild scuppernong grape vines before a housing development took off in the 1950s. Fortunately, one homeowner preserved the oldest producing vine in existence, lovingly called the Mother Vine, when they built their home and protected the vine that spanned two acres. Today, the Mother Vine is almost 400 years old and, while smaller, it still occupies a third of the front yard. Visitors can stop by to see the vine and marvel at its massive "trunk" and unique trellis system that supports the tendrils overflowing with grapes in season.

The Outer Banks Arboretum and Teaching Garden is worth a stop while in Kill Devil Hills. Located adjacent to the town's municipal center, the small arboretum is a mostly shaded garden with level paths, numerous benches for resting, and is packed with plants from blueberry and beautyberry to azalea and jasmine. Live oaks and cedars tower above, native and adaptive plants overflow the small space, and hypertufa containers hold seasonal plantings. Across the road is the sunnier Butterfly Garden. Bring a lunch and enjoy this garden stop.

When You Go to OBX

The town of Manteo has 400 years of OBX history. This walking and biking friendly small town has coastal marshes, a lighthouse, many dining and shopping options, plus charming B&Bs like the Roanoke Island Inn. Rooms on the front of the inn overlook the coastal marshes and Shallowbag Bay. Rooms on the back of the inn have views of the 1.5 acres of gardens where you can relax and enjoy your time. The second story breezeway connecting the two buildings has rocking chairs

where you can enjoy both water and garden views. The rooms are comfy and each has a private entrance. The Inn includes a continental breakfast, 24-hour snack and drink reception area, and it provides free use of its bikes to explore the town.

You can learn more about the town on the Historic Old Manteo Candlelight Walking Tour. My tour guide was the town's former chief of police now retired who filled the evening with enjoyable stories, facts, and legends about Manteo.

Dining options in OBX are numerous and almost always include seafood. Tortugas' Lie in Nags Head has outdoor dining and a sand volleyball court to work off your meal. The Blue Water Grill & Raw Bar in Manteo overlooks a marina so dine to enjoy the view. Basnight's Lone Cedar Cafe in Nags Head was the business of former NC Senator Marc Basnight and is classic OBX southern seafood cooking. Miller's Waterfront has seafood and sunset views across the sound. For a quick bite, Poor Richard's Sandwich Shop in Manteo is a local favorite.

If you have the time, drive 30 minutes south on Highway 12 to the Pea Island National Wildlife Refuge. Park at the visitor center where you can access two nature trails to the ponds and salt flats. This area is part of the Cape Hatteras National Seashore where you will find wild vegetation and sand dunes along the Atlantic Ocean. Here, you can pull over, park, and finally turn your attention to the beach.

For more info about OBX, visit www.outerbanks.org

Beverly Hurley is the editor of Triangle Gardener magazine and www.GardenDestinations.com. When she is not gardening, she loves to travel.

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director
Dare County Tourism Board

Finance Director
Town of Nags Head

AGREEMENT FOR PURCHASE AND SALE OF LAND
(Soundside Event Site)

THIS AGREEMENT, including any and all addenda attached hereto (“Agreement”), is by and between the Dare County Tourism Board, a North Carolina public authority created by the North Carolina General Assembly (“Buyer”), and the Town of Nags Head, a North Carolina municipal corporation (“Seller”).

FOR AND IN CONSIDERATION OF THE MUTUAL PROMISES SET FORTH HEREIN AND OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH ARE HEREBY ACKNOWLEDGED, THE PARTIES HERETO AGREE AS FOLLOWS:

Section 1. Terms and Definitions: The terms listed below shall have the respective meaning given them as set forth adjacent to each term.

(a) **“Property”**: See attached Exhibit A, together with all buildings and improvements thereon and all fixtures and appurtenances thereto.

(b) **“Purchase Price”** shall mean the sum of \$2,336,107.00. The Purchase Price shall be paid over the time period set forth on the attached Exhibit A. Upon receipt of each payment toward the Purchase Price, Seller shall convey to Buyer a Special Warranty deed for the undivided interests associated with such payment, all as set forth on Exhibit A.

(c) **“Closing”** shall mean the date of completion of the process detailed in Section 11 of this Agreement. Closing shall occur on the dates set forth on Exhibit A. The term “Closing” shall include all closing dates set forth on Exhibit A. Time is of the essence as to each and every Closing date set forth on Exhibit A.

(d) **“Contract Date”** means the date this Agreement has been fully executed by both Buyer and Seller.

(e) **“Seller’s Notice Address”** shall be as follows: Attention Town Manager, PO Box 99, 5401 S. Croatan Hwy. Nags Head, NC 27959, email andy.garman@nagsheadnc.gov; with a required copy to Robert B. Hobbs, Jr., Hornthal, Riley, Ellis & Maland, LLP, 2502 S. Croatan Hwy, Nags Head, NC 27959, rhobbs@hrem.com; all except as same may be changed pursuant to Section 12.

(f) **“Buyer’s Notice Address”** shall be as follows: Attention Executive Director, 1 Visitors Center Circle, Manteo, NC 27954, email nettles@outerbanks.org; with a required copy to W. Jay Wheless, Wheless & Wheless, PLLC, P.O. Box 500, 101 S, Hwy 64, Manteo, NC 27954, jay@whelesslawfirm.com; all except as same may be changed pursuant to Section 12.

Section 2. Sale of Property and Payment of Purchase Price: Seller agrees to sell, and Buyer agrees to buy the Property for the Purchase Price as set forth on Exhibit A.

Section 3. Proration of Expenses and Payment of Costs: The Property is exempt from ad valorem property taxes. The sale contemplated by this Agreement is exempt from the State and County excise tax/transfer tax. Seller shall pay for preparation of a deed and all other documents necessary to perform Seller’s obligations under this Agreement. Buyer shall pay recording costs, costs of any title search, title insurance, survey, and the cost of any inspections or investigations undertaken by Buyer under this Agreement. Each party shall pay its own attorney’s fees.

Section 4. Memorandum of Understanding. The Parties previously entered into a Memorandum of Understanding dated April 14, 2015 (the “MOU”) pertaining to the ownership and management of the Property. The terms and provisions of the MOU are incorporated herein by reference and shall continue to remain in full force and effect during the term of this Agreement unless expressly provided otherwise in this Agreement. In the event of a conflict in terms between the MOU and this Agreement with regard to the operation, management and development of the Property during the term of this Agreement, the MOU shall control. In the event of a conflict in terms between the MOU and this Agreement with respect to the Seller’s sale of its interest in the Property to the Buyer during the term of this Agreement, this Agreement shall control.

Section 5. Evidence of Title: Seller agrees to convey marketable fee simple insurable title to the Property without exception for mechanics' liens, free and clear of all liens, encumbrances and defects of title other than the following: utility easements and unviolated covenants, conditions or restrictions that do not materially affect the value of the Property; and such other liens, encumbrances or defects as may be assumed or specifically approved by Buyer in writing (collectively the "Permitted Exceptions"); provided that Seller shall be required to satisfy, at or prior to Closing, any encumbrances that may be satisfied by the payment of a fixed sum of money, such as deeds of trust, mortgages or statutory liens. Seller shall not enter into or record any instrument that affects the Property after the Contract Date without the prior written consent of Buyer, which consent shall not be unreasonably withheld, conditioned or delayed.

Section 6. Conditions: This Agreement and the rights and obligations of the parties under this Agreement are hereby made expressly conditioned upon fulfillment (or waiver by Buyer, whether explicit or implied) of the following conditions:

(a) **Title Examination:** After the Contract Date, Buyer shall, at Buyer's expense, cause a title examination to be made of the Property. In the event that such title examination shall show that Seller's title is not fee simple insurable, subject only to Permitted Exceptions, then Buyer shall promptly notify Seller in writing of all such title defects and exceptions, and Seller shall have thirty (30) days to cure said noticed defects. If Seller does not cure the defects or objections within thirty (30) days of notice thereof, then Buyer may terminate this Agreement. If Buyer is to purchase title insurance, the insuring company must be licensed to do business in the state in which the Property is located. Title to the Property must be insurable at regular rates, subject only to standard exceptions and Permitted Exceptions.

(b) **Same Condition:** If the Property is not in substantially the same condition at Closing as of the date of the offer, reasonable wear and tear excepted, then the Buyer may (i) terminate this Agreement, or (ii) proceed to Closing whereupon Buyer shall be entitled to receive, in addition to the Property, any of the Seller's insurance proceeds payable on account of the damage or destruction applicable to the Property.

(c) **Intentionally deleted.**

Section 7. No Leases. Buyer and Seller represent that the Property is not encumbered by or subject to any long-term leases. No one has any right of possession of the Property other than Seller and Buyer, except for third parties holding short-term public events on the Property as authorized by Seller and/or Buyer in the ordinary course of operating the Property.

Section 8. Environmental/Physical Aspects of Property: Seller makes no representations or warranties concerning the presence or disposal, except as in accordance with applicable law, within any structures on the Property or on the Property of hazardous or toxic waste or substances, which are defined as those substances, materials, and wastes, including, but not limited to: those substances, materials and wastes listed in the United States Department of Transportation Hazardous Materials Table (49 CFR Part 172.101) or by the Environmental Protection Agency as hazardous substances (40 CFR Part 302.4) and amendments thereto, or such substances, materials and wastes, which are or become regulated under any applicable local, state or federal law, including, without limitation, any material, waste or substance which is (i) petroleum, (ii) asbestos, (iii) polychlorinated biphenyls, (iv) designated as a Hazardous Substance pursuant to Section 311 of the Clean Water Act of 1977 (33 U.S.C. §1321) or listed pursuant to Section 307 of the Clean Water Act of 1977 (33 U.S.C. §1317), (v) defined as a hazardous waste pursuant to Section 1004 of the Resource Conservation and Recovery Act of 1976 (42 U.S.C. §6903) or (vi) defined as a hazardous substance pursuant to Section 101 of the Comprehensive Environmental Response, Compensation and Liability Act of 1980 (42 U.S.C. §9601). Seller makes no representations or warranties concerning any contamination of the Property from such substances as may have been disposed of or stored on neighboring tracts.

Section 9. Risk of Loss/Damage/Repair: The MOU designates the Buyer as the party solely responsible for the management and development of the Property as well as "all financial responsibility" for the Property and all "liability as to the uses and activities made" on the Property during the term of the MOU. As a result, the Parties reaffirm that the sole risk of loss, liability or damage to the Property shall be borne by Buyer during the term of this Agreement. Seller shall have no responsibility for managing or insuring the Property. Seller shall have no responsibility of liability with respect to use, repairs or replacement of improvements installed or constructed on the Property, all pursuant to the MOU.

Section 10. Intentionally deleted.

Section 11. Closings: At or before each of the Closing Dates set forth on Exhibit A, Seller shall deliver to Buyer a special warranty deed for the undivided interests specified or calculated according to Exhibit A and other documents customarily executed or delivered by a seller in similar transactions, including without limitation, an owner's affidavit, lien waiver forms (and such other lien related documentation as shall permit the Property to be conveyed free and clear of any claim for mechanics' liens) and a non-foreign status affidavit (pursuant to the Foreign Investment in Real Property Tax Act), and Buyer shall cause to be delivered the funds necessary to pay to Seller the Purchase Price. All of the Closings shall be conducted by Buyer's attorney or handled in such other manner as the parties hereto may mutually agree in writing. Until the entire Purchase Price is paid in full, possession of the Property by the parties shall continue under the arrangement in existence between the parties prior to the Contract Date. The Purchase Price and other funds to be

disbursed pursuant to this Agreement shall not be disbursed until the Buyer's attorney's (or other designated settlement agent's) receipt of authorization to disburse all necessary funds.

Section 12. Notices: Unless otherwise provided herein, all notices and other communications which may be or are required to be given or made by any party to the other in connection herewith shall be in writing (which shall include electronic mail) and shall be deemed to have been properly given and received (i) on the date delivered in person or (ii) the date deposited in the United States mail, registered or certified, return receipt requested, to the addresses set out in Section 1(e) as to Seller, and in Section 1(f) as to Buyer, or at such other addresses as specified by written notice delivered in accordance herewith, (iii) at such time as the sender performs the final act to send such transmission, in a form capable of being processed by the receiving party's system, to any electronic mail address or facsimile number, if any, provided in Section 1(e) as to Seller, and in Section 1(f) as to Buyer or (iv) on the date deposited with a recognized overnight delivery service, addressed to the addresses set out in Section 1(e) as to Seller, and in Section 1(f) as to Buyer, or at such other addresses as specified by written notice delivered in accordance herewith. If a notice is sent by more than one method, it will be deemed received upon the earlier of the dates of receipt pursuant to this Section.

Section 13. Counterparts; Entire Agreement: This Agreement may be executed in one or more counterparts, which taken together, shall constitute one and the same original document. Copies of original signature pages of this Agreement may be exchanged via facsimile or e-mail, and any such copies shall constitute originals. This Agreement constitutes the sole and entire agreement among the parties hereto and no modification of this Agreement shall be binding unless in writing and signed by all parties hereto. The invalidity of one or more provisions of this Agreement shall not affect the validity of any other provisions hereof and this Agreement shall be construed and enforced as if such invalid provisions were not included.

Section 14. Enforceability: This Agreement shall become a contract when signed by both Buyer and Seller and such signing is communicated to both parties; it being expressly agreed that notice given in accordance with Section 12 is not required for effective communication for the purposes of this Section 14. The parties acknowledge and agree that: (i) the initials lines at the bottom of each page of this Agreement are merely evidence of their having reviewed the terms of each page, and (ii) the complete execution of such initials lines shall not be a condition of the effectiveness of this Agreement. This Agreement shall be binding upon and inure to the benefit of the parties, their heirs, successors and assigns and their personal representatives.

Section 15. Intentionally deleted.

Section 16. Other Documents and Instruments. Seller shall, at or within ninety (90) days after each Closing, and without further consideration, execute, acknowledge and deliver to Buyer such other documents and instruments, and take such other action as Buyer may reasonably request or as may be necessary to more effectively transfer to Buyer the Property described herein in accordance with this Agreement.

Section 17. Applicable Law: This Agreement shall be construed under the laws of the state in which the Property is located. This form has only been approved for use in North Carolina.

Section 18. No Assignment: This Agreement may not be assigned without the written consent of all parties, but if assigned by agreement, then this Agreement shall be binding on the assignee and assignee's heirs and successors.

Section 19. Intentionally deleted.

Section 20. Memorandum of Contract: Upon request by either party, the parties hereto shall execute a memorandum of contract in recordable form setting forth such provisions hereof (other than the Purchase Price and other sums due) as either party may wish to incorporate. Such memorandum of contract shall contain a statement that it automatically terminates and the Property is released from any effect thereby as of a specific date to be stated in the memorandum (which specific date shall be no later than the date of Closing). The cost of recording such memorandum of contract shall be borne by the party requesting execution of same.

Section 21. Authority: Each signatory to this Agreement represents and warrants that he or she has full authority to sign this Agreement and such instruments as may be necessary to effectuate any transaction contemplated by this Agreement on behalf of the party for whom he or she signs and that his or her signature binds such party.

Section 22. No Brokers: Except as expressly provided herein, Buyer and Seller agree to indemnify and hold each other harmless from any and all claims of brokers, consultants or real estate agents by, through or under the indemnifying party for fees or commissions arising out of the sale of the Property to Buyer. Buyer and Seller represent and warrant to each other that: (i) they have not employed nor engaged any brokers, consultants or real estate agents to be involved in this transaction and (ii) that the compensation of the Brokers is established by and shall be governed by separate agreements entered into as amongst the Brokers, the Buyer and/or the Seller.

Section 23. Attorneys’ Fees: If legal proceedings are instituted to enforce any provision of this Agreement, the prevailing party in the proceeding shall be entitled to recover from the non-prevailing party reasonable attorneys’ fees and court costs incurred in connection with the proceeding.

Section 24. Limitation on Buyer’s Obligation: Should local, state or federal laws prohibit the Buyer’s performance, disband the Buyer or repeal the Buyer’s enabling legislation, then the Buyer shall have no obligation to fulfill the terms and obligations of this Agreement, including, but not limited to closing any purchase transaction or paying sums outlined herein. If the Buyer’s authority hereunder is limited or terminated, then this Agreement shall be void as of the effective date of said ordinance, law or regulation and the Buyer shall be forgiven all performance obligations that are its responsibility under this Agreement. Nothing in this Section 24 shall be interpreted to mean that the Board of Directors or Executive Director of the Buyer has the power or authority to unilaterally limit or terminate the Buyer’s obligations under this Agreement; the term “local laws” as used in this Section 24 is intended to mean laws enacted by a public body having jurisdiction that is neither the Seller nor Buyer.

Section 25. Limitation on Seller’s Obligation: Should local, state or federal laws prohibit the Seller’s performance, disband the Seller or repeal the Seller’s charter, then the Seller shall have no obligation to fulfill the terms and obligations of this Agreement, including, but not limited to closing any purchase transaction or paying sums outlined herein. If the Seller’s authority hereunder is limited or terminated, then this Agreement shall be void as of the effective date of said ordinance, law or regulation and the Seller shall be forgiven all performance obligations that are its responsibility under this Agreement. Nothing in this Section 25 shall be interpreted to mean that the Board of Commissioners or Town Manager of the Seller has the power or authority to unilaterally limit or terminate the Seller’s obligations under this Agreement; the term “local laws” as used in this Section 25 is intended to mean laws enacted by a public body having jurisdiction that is neither the Seller nor Buyer.

BUYER:

DARE COUNTY TOURISM BOARD

BY: _____ Date: _____, 20____
Title: _____

SELLER:

TOWN OF NAGS HEAD

BY: _____ Date: _____, 20____
Title: _____

EXHIBIT A

(See attached)

EXHIBIT A**Outline of Transaction between the Town of Nags Head and the Dare County Tourism Board for the Soundside Event Site**

Seller: Town of Nags Head	Buyer: Dare County Tourism Board
Property: Lots 1, 2 and 3, Forbes Commercial Lots (6906-6900-6800 S. Croatan Highway, Nags Head, NC) (Dare County Tax Parcels 012422000, 012422001 and 008854000)	
Purchase Price: \$2,336,107.00	Initial Closing Date: June 30, 2021

Parcel	Agreed Percentage of the Sales Price ¹	Seller's Current Interest	Buyer's Current Interest
012422000 (Lot 1) and 012422001 (Lot 2)	41.33%	17.949%	82.051%
008854000 (Lot 3)	58.67%	34.783%	65.217%

Closing Date ²	Minimum Payment ³	Form of Consideration	Seller's Undivided Interest (Percentage) Conveyance of Lots 1 & 2 ³	Seller's Undivided Interest (Percentage) Conveyance of Lot 3 ³
6/30/2021	\$600,000.00	Cash	4.610%	8.934%
6/30/2022	\$100,000.00	Cash	Percentage to be calculated based on actual amount paid	Percentage to be calculated based on actual amount paid
6/30/2023	\$100,000.00	Cash	Percentage to be calculated based on actual amount paid	Percentage to be calculated based on actual amount paid
6/30/2024	\$100,000.00	Cash	Percentage to be calculated based on actual amount paid	Percentage to be calculated based on actual amount paid
6/30/2025	\$100,000.00	Cash	Percentage to be calculated based on actual amount paid	Percentage to be calculated based on actual amount paid
6/30/2026	\$100,000.00	Cash	Percentage to be calculated based on actual amount paid	Percentage to be calculated based on actual amount paid

EXHIBIT A

Outline of Transaction between the Town of Nags Head and the Dare County Tourism Board for the Soundside Event Site

Closing Date ²	Minimum Payment ³	Form of Consideration	Seller's Undivided Interest (Percentage) Conveyance of Lots 1 & 2 ³	Seller's Undivided Interest (Percentage) Conveyance of Lot 3 ³
6/30/2027	\$100,000.00	Cash	Percentage to be calculated based on actual amount paid	Percentage to be calculated based on actual amount paid
6/30/2028	\$100,000.00	Cash	Percentage to be calculated based on actual amount paid	Percentage to be calculated based on actual amount paid
6/30/2029	\$100,000.00	Cash	Percentage to be calculated based on actual amount paid	Percentage to be calculated based on actual amount paid
6/30/2030	\$100,000.00	Cash	Percentage to be calculated based on actual amount paid	Percentage to be calculated based on actual amount paid
6/30/2031	Balance remaining of \$2,336,107.00	Cash	Balance remaining of 17.949%	Balance remaining of 34.783%
Totals	\$2,336,107.00		17.949%	34.783%

¹ Calculated based on relative ad valorem Dare County property tax values of 24.93% for Lot 1, 16.40% for Lot 2, and 58.67% for Lot 3 as of the Contract Date.

² The Closing Date may be earlier than June 30 if requested by Buyer and with reasonable advance written notice to Seller. If June 30 of any stated year falls on a Saturday, Sunday or holiday, the Closing Date shall be the last business day of the then-current fiscal year ending June 30.

³ Buyer may pay more than the minimum annual payment, and to the extent a larger payment is made, the undivided interest percentage to be conveyed by the Seller to the Buyer for that year will be calculated accordingly. For example, the percentages associated with the initial payment of \$600,000 were calculated as follows:

\$600,000 is 25.684% of the Purchase Price
Lots 1 & 2: 17.949% * 25.684% = 4.610%
Lot 3: 34.783% * 25.684% = 8.934%