

**Town of Blowing Rock  
Tourism Development Authority  
Minutes – June 30, 2009**

The Town of Blowing Rock Tourism Development Authority met on Tuesday, June 30, 2009 at 3:30 p.m. in a special meeting at Town Hall. Present were Chairperson Kent Tarbutton, Vice-Chair Lynn Drury, Authority members Phil Pickett, Dean Bullis and Rob Dyer, and Ex-officio members Scott Hildebran and Nicole Norman. Executive Director Tracy Brown was also present.

**Call to Order**

Chairperson Tarbutton called the meeting to order and welcomed the Authority members. He stated the purpose of the meeting was to discuss a FY 2008-09 year-end budget adjustment.

**Budget Amendment**

Ex-officio Member Norman then reviewed year to date revenues and expenditures and the current FY 2008-09 occupancy tax collections. She advised that occupancy tax revenues were down 21.19% for May 2009 compared to May 2008. Further, Ms. Norman advised that year to date occupancy tax totals (June-May) were down 14.30% compared to the same period in FY 2007-08.

Ex-officio member Hildebran then reviewed the TDA Fund Balance Policy and current fund balance. He advised that the TDA had adopted a fund balance goal of having a 50% reserve of (2/3rds) occupancy tax revenue, and the current fund balance is approximately 40% or \$205,515.

Mr. Hildebran stated that at the May meeting, it was anticipated that a \$50,000 fund balance appropriation would be needed to balance the FY 2008-09 Budget. However, based on new projections, only a \$30,000 fund balance appropriation would be required to balance the FY 2008-09 Budget, resulting in a 35% fund balance or approximately \$175,500.

Ms. Norman stated that based on her latest projection (a possible 20% decline in occupancy tax revenues in June 2009), the FY 2008-09 Budget would need approximately \$24,000 in fund balance to balance the year. As a precaution, she then distributed a proposed budget amendment recommending utilizing \$30,000 in fund balance revenue for Authority consideration (**Attachment #1**). She reminded the Authority that any unused fund balance would return to the fund balance reserve.

Upon motion of Vice-Chair Drury and second by Member Pickett, the Authority approved the budget amendment as presented. Motion unanimously approved.

**Other**

The Authority then briefly discussed the current economic tourism climate in Blowing Rock and various opportunities to improve hotel, retail and restaurant business.

Executive Brown advised that he would continue to work on packaging and incentives as well as collaborative efforts with the Blowing Rock Chamber of Commerce Retail Committee and area tourism groups.

**Adjournment**

With no further business, Chairman Tarbutton adjourned the meeting at 4:25 p.m.

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Kent Tarbutton, Chairperson

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Scott E. Hildebran, Secretary

**Attachment**

**#1 – FY 2008-09 Budget Amendment**