

**SPECIAL MEETING
ACCOMMODATIONS TAX ADVISORY COMMITTEE MEETING MINUTES
September 19, 2023**

With all expected attendees present, Chair Christy Parker called the meeting to order at 5:04 p.m. Other committee members present were Ellen Shumaker, Nathaniel Pringle, Timothy Wood, Allyne Mitchell, Scott Thrasher and Sam Britt. Staff in attendance was as follows: Chris Forster, Assistant Town Manager – Finance & Administration, Natalie Majorkiewicz, Director of Finance, and Shannon Milroy, Budget & Procurement Analyst.

Roll Call and Confirmation of Quorum

Seven (7) committee members present, none absent, quorum met.

Review and Discussion of Awards Allocations

Chair Parker began the discussion by reading both State and Town ordinances regarding the Accommodations Tax Advisory Committee's (ATAC) purview as it relates to allocating State and Local Accommodations Tax (ATAX) collections. Majorkiewicz relayed that Town code is intended to reiterate State ATAX law but will confirm that intent. Forster explained that the Local ATAX funds are the Town's and not the committee's. He will get a legal opinion if the allocation of Local ATAX funds should be reviewed by ATAC during the Town's annual budget process.

Britt and Wood gave thanks to Town staff for the work they do related to ATAX with Wood expressing frustration with Town Council as it related to communicating to the committee their decision to change the process of only allocating State ATAX collections for this quarter. Pringle disagreed about being frustrated with Town Council and said they should address the issue at hand.

Britt suggested pre-awarding money from the next quarter to cover this quarter's awards. Shumaker asked if what Britt suggested is permitted. Majorkiewicz reminded the committee of the upcoming quarter ending that will have a new batch of applications requesting funds.

Britt motioned to send the original award recommendations to Town Council with the caveat to use revenue collected next quarter to fund these applicants as awarded. Shumaker seconded the motion. The motion carried unanimously.

Meeting adjourned at 5:27 p.m.

Mitchell motioned to adjourn the meeting with Parker seconding and the motion carried unanimously.