



Swansboro Tourism Development Authority Special Meeting Agenda

Town of Swansboro

Thursday, May 08, 2025

I. Call to Order

II. Approval of Minutes

- a. February 6, 2025, Special Meeting
- b. April 10, 2025, Regular Meeting

III. Business

a. **FY 2024-2025 Year End Projections/Potential Budget Amendment**

Presenter: Sonia Johnson – Finance Director

A review of year-end projections will be provided. If any additional funding is identified or designated, a budget amendment will be required to properly account for and authorize the use of those funds.

Recommended Action: Approve budget amendments, if necessary, to account for any additional funding identified or designated.

b. **Marketing/Advertising Service Contract Consideration with Front Row Communications**

Presenter: Anne Marie Bass - Owner & Principal of Front Row Communications

Review of the Marketing/Advertising Services with Front Row Communications.

Recommended Action: Motion to approve the Letter of Agreement-July 1, 2025, through June 30, 2027.

c. **Board Projects/Discussion Items**

Presenter: Randy Swanson – Chair

To provide an overview of key projects and discussion items for the upcoming Board meeting, including updates, recommendations, and items for Board consideration or direction.

Recommended Action: Discuss and provide any guidance.

d. **FY 2025/2026 Annual Budget**

Presenter: Sonia Johnson – Finance Director

The FY 2024/2025 budget was prepared in accordance with N.C.G.S. Chapter 159, the North Carolina Local Government Budget and Fiscal Control Act and provided to the Swansboro Tourism Development Authority Board on April 10, 2025. As required, all funds within the budget are balanced, and all revenues and expenditures are identified for FY 2025/2026.

Recommended Action:

1. Hold the Public Hearing
2. Motion to adopt FY 2025/2026 Budget Ordinance

IV. Board Comments

V. Adjournment