



Agenda Item Summary Sheet

Item No: **J-4**
Meeting Date: **September 2, 2020**

Item Title: Interim Town Manager Greg Sparks - Discussion of authorization to apply for Dare County Tourism Board grants

Item Summary:

Each year the Dare County Tourism Board (DCTB) offers grants to local governments for capital projects that assist local governments with providing services needed due to the impact of tourism. In past years, this has been referred to as the short-term restricted grant fund. The town has used these funds for projects such as the multi-use path, parks, and beach and sound access improvements. The DCTB is now offering a similar program referred to as the Tourism Impact Grant which "is designed to help Governmental Units and Nonprofit organizations located in Dare County with programs or services needed due to the impact of tourism." Information about the program can be found here:

https://assets.simpleviewinc.com/simpleview/image/upload/v1/clients/outerbanks/TOURISM_IMPACT_GRANT_RQ_053c6670-c55a-42b3-9df6-d0edb61bfc9.pdf

It is important to note that several aspects of this program have changed from prior years. For this cycle, projects under \$50,000 require no match. Projects where the award amount is \$125,000 or less require a minimum 25% match. Projects where the award amount is greater than \$125,000 would require a minimum 50% match. Staff would ask the Board to consider authorizing the following projects as part of this grant cycle:

- Sidewalk from US 158 to Wrightsville Avenue at Admiral Street, (Shoppes at 10.5, north side of driveway access, see attached map). This is the highest ranked project in the town's pedestrian plan and is currently under design. The estimated cost would be \$40,000 and therefore would not require a town match.
- Skate Park renovations – this project was included in the current year CIP. This would involve redesign and reconstruction of the wooden elements of the skate park. (see attached CIP sheet). The project cost is estimated at \$180,000. The town would request \$125,000 in grant funds. At 25%, the minimum match amount would be \$31,250. If the grant is awarded, staff would recommend that the Board provide \$55,000 in town matching funds which would be \$23,750 above the minimum required match.

Number of Attachments: 2

Specific Action Requested:

No formal action is necessary to apply; Staff would request Board direction on candidate projects.

Submitted By: Administration

Date: August 26, 2020

Finance Officer Comment:

If the grant is awarded, any necessary budget amendments would come from fund balance or Manager's contingency, based on Board guidance.

Signature: Amy Miller

Date: August 26, 2020

Town Attorney Comment:

N/A

Signature: John Leidy

Date: August 26, 2020

Town Manager Comment and/or Recommendation:

Provided for Board information and direction on candidate projects.

Signature: Greg Sparks

Date: August 26, 2020