

Accommodations Tax Advisory Committee

10:00 a.m., Wednesday, May 15, 2024 1207 Palm Boulevard City Hall Council Chambers

Public Comment:

Citizens may provide written public comment here: https://www.iop.net/public-comment-form

Agenda

- **1. Call to order** and acknowledgment that the press and the public have been duly notified of the meeting in accordance with the Freedom of Information Act.
- 2. Election of Vice Chair
- 3.Approval of previous meeting's minutes April 30, 2023
- **4.Financial Statements –** Finance Director Debra Hamilton

5.Old Business

Consideration of FY25 budget for 30% of State Accommodations Tax Fund for tourism promotion

6. New Business

Discussion of initiatives for the committee to consider and ways to enhance awareness of tourism promotion programs and sponsorships

7. Miscellaneous

Next meeting date

8. Adjournment

City of Isle of Palms State Accommodations Tax Balance Sheet as of April 30, 2024

	4/30/2023	4/30/2024
CASH @ TRUIST CASH @ SC LOCAL GOVERNMENT INVESTMENT POOL	\$ 253,406 3,519,399	\$ 184,351 5,205,318
ACCOUNTS RECEIVABLE AMOUNTS DUE FROM OTHER FUNDS		
TOTAL ASSETS	3,772,805	5,389,669
ACCOUNTS PAYABLE AMOUNTS DUE TO OTHER FUNDS	7,971 	695 188,405
TOTAL LIABILITIES	7,971	189,100
FUND BALANCE Beginning Excess Revenues Over/(Under) Expenditures FUND BALANCE	2,913,157 851,678 3,764,834	4,154,059 1,046,510 5,200,569
TOTAL LIABILITIES & FUND BALANCE	\$ 3,772,805	\$ 5,389,669

City of Isle of Palms State Accommodations Tax

Revenue Statement for the 10 Months Ending April 30, 2024

Date	Description	Total
_		
Revenues	Body Armor Assistance Grant	12,352
	September Quarterly Payment from State December Quarterly Payment from State March Quarterly Payment from State June Quarterly Payment from State	1,334,491 516,998 271,460
	YTD Interest Income	228,006
Grand Total		2,363,307

		Α	В	С	B+C-A
Vendor	Description	Actual Expenditure	FY2024 Budget	Committee Approved	(Over)/ Under
Public Restroom Operations					
Dominion	YTD electricity for restrooms	534	700		
IOP WSC	YTD water & irrigation	10,034	12,000		
Blitch, etc	YTD maintenance	3,865	45,000		
Port City Paper	YTD paper & cleaning supplies	6,463	11,000		
SCMIRF/Wright Flood	YTD property & flood insurance	10,911	10,000		
Irrigation By Design	YTD Backflow Testing	80	80		
Quality Touch Cleaning	YTD cleaning	22,464	40,000		
IOP Payroll	YTD attendant	16,494	26,528		
	[70,845	145,308		74,463
Beach Barrel & Front Beach Business Dis	trict Trash Pickup				
JLG Enterprise LLC	YTD trash pickup per contract	54,641			
		54,641	85,000		30,359
Irrigation at Breach Inlet Sign					
IOP WSC	YTD irrigation				
		281	1,000		720
Non- Capital					
Maintain Benches at Parks			1,000		
Markers at Parks			2,000		
Beach Wheelchairs and Maintainence		394	5,000		
		394	8,000		7,606
Beach Trash Barrels					
Beach Trash Cans		2,798	7,500		
	•	2,798	7,500		4,702

		Α	В	С	B+C-A
		Actual	FY2024	Committee	(Over)/
Vendor	Description	Expenditure	Budget	Approved	Under
IOP Promotions & Events					
Connector Run		7,500	7,500		
Easter Egg Hunt		3,663	4,500		
Music Events		4,000	4,500		
		15,163	16,500		1,337
Programs& Sponsorship					
Provisional Events Approved By Committee		25,000	50,000		
VFW Post 3137 -Wooden Walkway	\$5,000.00	20,000	33,333		
Island School Literacy Events	\$20,000.00				
July 4th Fireworks	 ,	18,328	45,000		
,		43,328	95,000		51,672
Charleston CVB - 30% Tourism Promotion Fund	Is				
Charleston Area CVB	30% distribution for Sept Qtr	421,418			
Charleston Area CVB	30% distribution for Dec Qtr	163,262			
Charleston Area CVB	30% distribution for Mar Qtr	85,724			
Charleston Area CVB	30% distribution for Jun Qtr				
State Mandated 30% Transfer			976,800		
		670,405	976,800		306,395
Tourism Promotion Funds					
Miscellaneous	T-Shirt Sales/Google Storage	617			
Charleston Area CVB	Shared Cost	(22,665)			
		(22,048)	_		22,048

			Α	В	C	B+C-A
	Vendor	Description	Actual Expenditure	FY2024 Budget	Committee Approved	(Over)/ Under
Transfe		•	Lxpenditure	Buuget	Approved	Onder
Transte	er to IOP Marina for 75% of Bond Deb	ot Service				
	Isle of Palms Marina Enterprise Fund			250,070	-	250,070
Police						
1 Olice	Body Armor (Funded by Grant)		11,639	7,500		
	2nd Portable Radar Sign for Traffice		•	3,500		
			11,639	11,000		(639)
Capital Police	Outlay					
1 01100	Truck for Code Enforcement Office		40,659	46,000		
	Radio for Code Enforcement Office		,	7,600		
			40,659	53,600		12,941
Fire						
	Mobile Radios for New Trucks	(If needed)	1,085	20,000		18,915
Public V	W orks					
	Caterpillar Trash Loader		188,405	200,000		
	Waterway Blvd Multi-Use Path			415,000		
			188,405	615,000		426,595
Recreat	tion					
	Playground Equipment & Scoreboard		16,420	20,000		
	Dog Park Fence		53,202	60,000		
	Outdoor Fitness Court		55,000	55,000		
			124,622	135,000		10,378

		A	В	С	B+C-A
Vender.	Bookston	Actual	FY2024	Committee	(Over)/
Vendor	Description	Expenditure	Budget	Approved	Under
Front Beach & Restrooms					
To Repair 4500 Linear Ft of Sidewalk		-	70,000		70,000
Fire Dept Debt Service on 75' Ladder Truck					
Truist Govt Finance	75' Ladder Truck - Principal	82,439	82,439		
	75' Ladder Truck - Interest	9,476	9,476		
		91,915	91,915		0
Unexpended Projects/Miscellaneous					
GF-Public Relations & Tourism Coordinator			21,000		
GF-Firefighters (2)			157,738		
GF-Paramedics (3)			206,408		
GF-Police Officer (1)			85,163		
GF-ALL Beach Service Officers & Marina Parkin	g Attendant		138,636		
GF-Police Overtime			20,000		
MF-Marina Maintenance			50,000		
MF-Beach Run Sponsorship			3,000		
MF-T Dock			100,000		
MF- Marina Green Space			50,000		
MF-Public Dock			250,000		
			1,000		
			1,082,945		1,082,945
Grand Total		1,294,132	3,664,638	-	2,348,458

City of Isle of Palms																			
SC State Accommodations Tax - Distrik	oution of Funds Rec	eived																	
	Budget FY24*	Mar-24	Dec-23	Sep-23	Total FY23	Jun-23	Mar-23	Dec-22	Sep-22	Total FY22	Jun-22	Mar-22	Dec-21	Sep-21	Total FY21	Jun-21	Mar-21	Dec-20	Sep-20
Total Payment Received From State	3,301,000	291,998	550,458	1,410,977	3,739,013	1,420,714	286,190	560,834	1,471,275	3,507,426	1,369,717	265,979	540,555	1,331,176	2,469,730	1,007,541	209,721	393,960	858,508
Percentage Increase from prior year		2%	-2%	-4%	7%	4%	8%	4%	11%	42%	36%	27%	37%	55%	45%	165%	47%	38%	-5%
Less 1/4 of \$25,000 (transferred to Gen Fund)	25,000	6,250	6,250	6,250	25,000	6,250	6,250	6,250	6,250	25,000	6,250	6,250	6,250	6,250	25,000	6,250	6,250	6,250	6,250
Remainder	3,276,000	285,748	544,208	1,404,727	3,714,013	1,414,464	279,940	554,584	1,465,025	3,482,426	1,363,467	259,729	534,305	1,324,926	2,444,730	1,001,291	203,471	387,710	852,258
5% to General Fund	163,800	14,287	27,210	70,236	185,701	70,723	13,997	27,729	73,251	174,121	68,173	12,986	26,715	66,246	122,237	50,065	10,174	19,386	42,613
65% To Acc Tax Tourism Related	2,129,400	185,736	353,735	913,073	2,414,112	919,402	181,961	360,479	952,270	2,263,580	886,253	168,824	347,299	861,205	1,589,078	650,839	132,256	252,012	553,971
30% to Acc Tax Tourism Promotion (CVB):	982,800	85,724	163,262.41	421,418.08	1,114,201	424,339.25	83,982.02	166,375	439,505	1,044,725	409,040	77,919	160,292	397,475	733,416	300,387	61,041	116,313	255,674
	3,276,000	285,748	544,208	1,404,727	3,714,013	1,414,464	279,940	554,584	1,465,025	3,482,426	1,363,467	259,729	534,305	1,324,926	2,444,730	1,001,291	203,471	387,710	852,258

City of Isle of Palms SC State Accommodations Tax

Total State Atax Received from SC Treasurer

	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Fiscal Year	Increase/
	July-Sept	Oct-Dec	Jan-Mar	Apr-June	Total	Decrease
FY11	532,879	189,711	55,395	394,752	1,172,737	
FY12	653,545	289,771	62,947	456,073	1,462,336	25%
FY13	675,341	283,750	82,388	443,861	1,485,340	2%
FY14	774,983	262,670	87,506	558,702	1,683,861	13%
FY15	783,479	283,054	92,269	575,444	1,734,246	3%
FY16	804,398	282,321	108,240	567,694	1,762,653	2%
FY17	807,457	281,373	100,997	633,111	1,822,939	3%
FY18	803,215	318,255	116,670	641,995	1,880,136	3%
FY19	846,664	318,661	164,861	692,063	2,022,250	8%
FY20	899,029	285,557	142,616	379,931	1,707,133	-16%
FY21	858,508	393,960	209,721	1,007,541	2,469,730	45%
FY22	1,331,176	540,555	265,979	1,369,717	3,507,427	42%
FY23	1,471,275	560,834	286,190	1,420,714	3,739,013	7%
FY24	1,410,977	550,458	291,998		2,253,433	-3%

Total State Atax Transferred to Charleston CVB (30%)

	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Fiscal Year	Increase/
	July-Sept	Oct-Dec	Jan-Mar	Apr-June	Total	Decrease
FY11	157,989	55,038	14,743	116,551	344,321	
FY12	194,188	85,056	17,009	134,947	431,201	25%
FY13	200,727	83,250	22,841	131,283	438,102	2%
FY14	230,620	76,926	24,377	165,736	497,658	14%
FY15	233,169	83,041	25,806	170,758	512,774	3%
FY16	239,444	82,821	30,597	168,433	521,296	2%
FY17	240,362	82,537	28,424	188,058	539,382	3%
FY18	239,090	93,602	33,126	190,723	556,541	3%
FY19	252,124	93,723	47,583	205,744	599,175	8%
FY20	267,834	83,792	40,910	112,104	504,640	-16%
FY21	255,677	116,313	61,041	300,387	733,419	45%
FY22	397,475	160,292	77,919	409,040	1,044,726	42%
FY23	439,505	166,375	83,982	415,472	1,105,334	6%
FY24	421,418	163,262	85,724		670,404	-3%

DRAFT BUDGETED INCOME FY 24/25:	City of Isle of Palms, Spring 2024							\$964,259 ****	**
			0 11 01/0	Inventory at	IOP Share Based on Full Service (Group) Inventory at IOP Share Based on Luxury (Group) Room Inventory	Inventory at	4000/ 100		
Expenditure Type	EXPENSE TO ISLE of PALMS	Benefit to IOP	Cost to CVB	<u>5.8%*</u>	8.8%** at 24%***	29.9%****	100% IOP	Category Totals	
ERC Project Category 1 - Advertisir	ng								
Website - maintenance	IOP featured municipal page	IOP-specific coverage via https://www.charlestoncvb.com/areas-to-explore/isle-of-palms/	\$2,700				\$2,700		
Website - maintenance	Site presence: IOP on Beaches site	IOP-specific coverage via https://www.charlestoncvb.com/beaches/isle-of-palms/	\$2,700			\$807			
Website - maintenance	ExploreCharleston.com	Main site for regional promotion	\$48,000	\$2,784					
Website - Search Engine Optimization (SEO)	Adwords, IOP-specific, Beaches Site		\$60,000			\$17,940			
Website - SEO	Adwords, ExploreCharleston core visitor site		\$350,000	\$20,300		7 ,			
Commercial - distribution	Sinclair Broadcasting	distribution of :30 sec commercial across the US (12 months x \$88,000 /month) new West Coast cities and Canada	\$1,056,000	Ψ20,000		\$315,744			
Commercial distribution	Circian Broadcasting	Digital and print advertiging with in the travel agent consortia that	Ψ1,000,000			ψο 10,7 ++			
Advertising - digital & print campaign	Signature Travel	results in direct bookings for Isle of Palms hotels & resorts Digital travel agent booking platform that generates bookings for Isle of	\$59,000	\$3,422					
Advertising - digital campaign	Amadeaus GDS campaign	Palms hotels & resorts	\$150,000	\$8,700					
Advertising - digital campaign	The Knot	store front annual, wedding specific	\$14,420			\$4,312			
Advertising - digital campaign	VRBO	IOP specific ads pointing to vacation rentals	\$75,000			. ,	\$75,000		
Advertising - social media		i i							
campaigns	Facebook & Instagram	paid promotion - 12 months	\$20,000				\$20,000		
Advertising - social media campaigns	TikTok	paid promotion - 12 months	\$20,000				\$20,000		
Advertising - social media campaigns	YouTube	paid promotion - 12 months	\$20,000				\$20,000		
	TouTube	paid promotion - 12 months	\$1,877,820	\$35,206	\$0 \$	9 \$338,803	\$137,700		
ubtotal Marketing & Advertising	AAA World (DC, Maryland, Virginia &		Φ1,077,020	\$35,200	\$0 \$	φ330,003	\$137,700	\$511,709	
Advertising - print	Delaware)	beaches feb 2025	#				#		
Advertising - print	Southern Bride (North Carolina)	full page placement in Summer/Fall and Winter/Spring	#	#					
Advertising - print	Discover SC	Annual state vacation guide - beach specific ad	#				#		
Advertising - print	Coastal Living	spreads in Fall issue	#			#			
ubtotal Negotiated Ad Buys: #Term	s confidential between buyer/seller.		\$65,586	\$522	\$0	\$7,475	\$31,526	\$39,523	
otal Advertising			<u>\$1,943,406</u>	<u>\$35,728</u>	<u>\$0</u> <u>\$</u>	<u>\$346,278</u>	\$169,226		<u>57.17%</u>
ERC Project Category 3 - Marketing	a Support								
Market Research - Key Data	Key Data Research, specific to Islands / Beach communities	Historical and forward-looking projections on beach rental performance / key metrics (IOP, Folly, Kiawah)	\$40,296			\$12,049			
	Office of Tourism Analysis at College of Charleston - research; Datafy - visitor behavior; geolocation platform; TravelClick; Build Central; STR (formerly Smith Travel	Research is at the core of everything we do in order to understand market-specific and global travel trends, determining the most effective ways to connect with travelers, and measure industry performance. As this is a regional effort, we have allocated the cost between funding		^		·			
Market Research	Research), CoStar	communities. David McNair consulting + College of Charleston Office of Tourism	\$682,961	\$39,612					
Research for IOP	IOP Thrives and Walkability Study	Analysis	\$80,000				\$80,000		
Branding / Creative	IOP Branding Campaign	Working with an outside agency to create new brand for Isle of Palms	\$50,000				\$50,000		
Sponsorship	Spread the Joy	Annual Holiday Signage Campaign	\$21,932				\$21,932		
Spangarahin	WCIV / Channel 4, Know Before You Go	Holping public know troffic parking and weather for the hooses	620 244			¢44 4C4			
Sponsorship	Campaign	Helping public know traffic, parking and weather for the beaches	\$38,341	#20.C42	*	\$11,464	\$454.000	\$24F.0FC	22.200
otal Marketing Support			<u>\$913,530</u>	<u>\$39,612</u>	<u>\$0</u>	<u>\$23,512</u>	<u>\$151,932</u>	<u>\$215,056</u>	22.30%
ERC Project Category 4 - Group Sa	les Efforts and Tradeshows								
Sales - Luxury Tradeshows, most difficult to sell	American Society of Association Executives	Tradeshow: Cleveland, OH - August 2024; Ongoing events throughout the year	\$36,850		\$8,84	4			
Sales - Luxury Tradeshows, most difficult to sell	CONNECT Marketplace	Appointment show: Milwaukee, MN - August 2024	\$26,800		\$6,43.				

DRAFT BUDGETED INCOME FY 24/25	i: City of Isle of Palms, Spring 2024			IOP Share Based on Community Inventory at	IOP Share Based on Full Service (Group) Inventory at	IOP Share Based on Luxury (Group) Room Inventory	IOP Share Based on Islands Inventory at		\$964,259	***
Expenditure Type	EXPENSE TO ISLE of PALMS	Benefit to IOP	Cost to CVB	5.8%*	8.8%**	at 24%***	29.9%****	100% IOP	Category Totals	
Sales - Luxury Tradeshows, most difficult to sell	Northstar Meetings	Appointment show: Destination Southeast, Point Clear, AL - August 2024; Destination East, Niagara Falls NY - October 2024; Independent Planner Education Conference TBD - January 2025	\$22,400			\$5,376				
Sales - Luxury Tradeshows, most	Financial & Insurance Conference									
difficult to sell Sales - Luxury Tradeshows, most	Professionals	Membership only Appointment show: TBD - May 2025; Preferred Partner Destination	\$1,000			\$240				
difficult to sell	HelmsBriscoe	membership	\$25,300			\$6,072				
Sales - Luxury Tradeshows, most difficult to sell	IMEX America	Appointment & Tradeshow: Las Vegas, NV - October 2024	\$62,500			\$15,000				
Sales - Luxury Tradeshows, mos	t International Luxury Travel Market	Tradeshow: TBD - Dec 2024	\$43,888			\$10,533				
Sales - Luxury Tradeshows, most difficult to sell	Luxury Meetings Summit	Appointment show: Atlanta, GA - TBD	\$16,500			\$3,960				
Sales - Luxury Tradeshows, most difficult to sell	Luxury Travel Industry	Atlanta & New York (TBD) travel advisors	\$31,900			\$7,656				
Sales - Luxury Tradeshows, most difficult to sell	Meeting Professionals International: World Education Congress	Tradeshow: St. Louis, MO - June 2025	\$14,950			\$3,588				
Sales - Luxury Tradeshows, most difficult to sell	Professional Convention Mgmt Assoc.	Tradeshow: Houston, TX - January 2025	\$28,450			\$6,828				
Sales - Luxury Tradeshows, most difficult to sell	Signature Travel Network	Appointment show: Las Vegas, NV - November 2024 membership	\$21,500			\$5,160				
Sales - Luxury Tradeshows, most difficult to sell	Society of Incentive Travel Executives (SITE) Southeast Chapter	Annual Meeting: Greenville, SC - December 2024	\$6,550			\$1,572				
Sales - Luxury Tradeshows, most										
difficult to sell	Virtuoso	Tradeshow: Las Vegas, NV - August 2024 Tradeshow: Raleigh, NC - December 2024; Ongoing events	\$15,750			\$3,780				
Sales - Other Tradeshows	Association Executives of North Carolina	throughout the year Annual Meeting: Gulf Shores, AL - May 2024; Ongoing events	\$7,475		\$658					
Sales - Other Tradeshows	Georgia Society of Association Executives	throughout the year	\$24,600		\$2,165					
Sales - Other Tradeshows	Holiday Showcase Association Forum	Tradeshow: Chicago, IL - December 2024	\$9,200		\$810					
Sales - Other Tradeshows	South Carolina Society of Association Executives	Tradeshow: Columbia, SC - January 2024; Ongoing events throughout the year	\$14,900		\$1,311					
Sales - Other Tradeshows	Tennessee Society of Association Executives	Tradeshow: Nashville, TN - December 2024	\$5,050		\$444					
Sales - Other Tradeshows	Virginia Society of Association Executives	Tradeshow: Richmond, VA - October 2024	\$9,200		\$810					
Sales - Other Tradeshows	Travel South International	Tradeshow: Memphis, TN - November 2024	\$12,300		\$1,082					
Sales - Other Tradeshows	Meeting Professionals International:	Tradeshow. Memphis, TN - November 2024	\$12,300		\$1,002					
Sales - Other Tradeshows	Carolinas Meeting Professionals International:	Tradeshow: TBD - 2024	\$5,175		\$455					
Sales - Other Tradeshows	Tennessee	Tradeshow: TBD - 2024	\$3,250		\$286					
Sales - Other Tradeshows	Destination Celebration		\$12,800		\$1,126					
Sales - Other Tradeshows	IPW International Showcase	Tradeshow: Los Angeles, CA - May 2024	\$11,500		\$1,012					
Sales - Other Tradeshows	Regional Bridal Shows	Various locations 24/25	\$18,600		\$1,637					
Sales - Client Event	Travel Agent Client Event	Client event: TBD	\$11,200		\$986					
otal Group Sales			<u>\$499,588</u>	<u>\$(</u>	<u>\$12,782</u>	<u>\$85,041</u>	<u>\$0</u>	\$	997,823	<u>10.149</u>
ERC Project Category 5 - Media Ei	fforts									
Media Staffing (IOP Shared)			\$32,600					\$32,60	0	
Media Initiatives to bring positive (earned, unpaid) exposure to the		Media efforts are generally regional in nature, so we have allocated the	Ø4 400 004	COT 440						
area <u>otal Media Efforts</u>		cost between funding communities	\$1,128,331 \$1,160,931	\$65,443 \$65,44 3		<u>\$0</u>	<u>\$0</u>	<u>\$32,60</u>	0 \$98,043	10.179
otal modia Elloi to			<u>ψ1,100,331</u>	<u> </u>	<u>. 90</u>	<u>\$0</u>	<u>40</u>	<u> </u>	<u> </u>	10.17

IOP Share	105.01				\$964,259 *	***
Based on Full Service (Group Inventory at 8.8%**				100% IOP	Category Totals	
	\$125,635					
	<u>\$125,635</u>	<u>o</u> <u>\$0</u>	<u>\$0</u>	<u>o</u>	<u>\$125,635</u>	<u>13.03%</u>
<u>\$12,78</u>	<u>\$266,418</u>	<u>\$85,041</u>	\$369,790	<u>0</u> \$353,75	58 \$1,087,789	<u>112.81%</u>
1.33%	27.63%	8.82%	38.35%	36.69%	% 112.81%	
	our community.					
	l/beach inventory.					