

Item Title: Approval of Hospitality Tax Small Capital Projects Funding Process

Specific Action Requested:

That the Board of Commissioners approves the proposed Hospitality Tax Small Capital Projects Funding process.

Item Summary:

In 1991, Wake County was authorized by North Carolina Law to levy a room occupancy tax and prepared food and beverage tax for the purposes of supporting a convention center, arena and other cultural, sports and arts activities. These funds are governed through Interlocal Agreements between the Wake County Board of Commissioners and the Raleigh City Council. In 2017, a Small Capital Projects Fund was established to assist in the development of projects throughout Wake County that can impact sports, arts, culture and convention-related activities for visitors and residents. Wake County receives \$2 million annually from the Room Occupancy and Food and Beverage Tax Revenues to support the Small Capital Projects Fund. Wake County intends to distribute these funds through a competitive process every two to three years. All funding decisions must be authorized by the Wake County Board of Commissioners.

The Arts and Culture Committee received a presentation on the proposed competitive process for award of these funds at their September 11, 2017 meeting. The feedback received has been incorporated into the process the Board is now being asked to approve.

Highlights of the process include:

- Approximately \$3.5 million is available for award (from FY2017 and FY2018)
- RFP will be released on October 9, 2017
- Required pre-submittal meeting on November 3, 2017
- Proposals due February 8, 2018
- Minimum criteria include:
 - Project fully located in Wake County
 - Consistent with statutory uses of revenues
 - Capital in nature (minimum value of \$100,000)
 - Maximum County funding of 35% of total project cost
 - Request shall not exceed \$1,500,000 per project
- Proposals will be reviewed by Evaluation Team of County staff and community representatives
- All qualifying proposals will present to the Evaluation Team
- Evaluation team will score proposals and present recommendations to the Board of Commissioners in March/April 2018
- Proposers are not to initiate contact with Commissioners during the RFP Process. Commissioners may initiate contact with proposers.

Attachments:

1. Presentation
2. Draft RFP for FY2018 Hospitality Tax Small Capital Projects