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**HENDERSON COUNTY
TOURISM DEVELOPMENT AUTHORITY
BUDGET ORDINANCE
FISCAL YEAR JULY 1, 2021- JUNE 30, 2022**

Preamble

The Executive Director’s proposed budget for the Fiscal Year beginning July 1, 2021 and ending June 30, 2022 (“FY2022”) was presented to the Henderson County Tourism Development Authority Board on May 25, 2021, pursuant to the North Carolina Local Government Fiscal Control and Budget Act, Article 3 of Chapter 159 of the General Statutes. The Henderson County Tourism Development Authority Board considered the proposal, deliberated concerning it, and then held a public hearing on the budget pursuant to N.C. Gen. Stat. §159-12 April 27, 2021.

The following Ordinance was offered by HCTDA Board Chairman, Debi Smith, on May 25, 2021, who moved its adoption. The motion passed unanimously.

**BE IT ORDAINED BY THE BOARD OF THE HENDERSON COUNTY TOURISM
DEVELOPMENT AUTHORITY, THIS 25th DAY OF MAY, 2021:**

Section 1 – General Fund

A. Appropriations

The following amounts collected from Occupancy Tax revenues are hereby appropriated to the Executive Director for the operation of the Henderson County Tourism Development Authority for FY2022.

The Executive Director, appointed as the Henderson County Tourism Development (HCTDA) Budget Officer, is hereby authorized to execute necessary operational agreements on behalf of HCTDA, in the following circumstances:

- A) The Executive Director may modify the budget for pass-through monies, additional funding, or any Federal or State program prior approved by the Board, without a report being required.
- B) The total of all amounts encumbered for outstanding purchase orders and contracts at June 30, 2022 shall be carried forward in HCTDA’s fund balance as the amount in Project Grants and the corresponding appropriations for these encumbrances shall not lapse in order to properly account for the payment in the fiscal year paid.

OPERATIONS FUND BUDGET SCHEDULE

Salaries & Wages- Regular	\$ 410,507
Salaries & Wages- Overtime	\$0.00
Salaries & wages- Cellphone Allowance	\$ 2,349
457 Supplemental Deferred Compensation	\$0.00
401(k) Supplemental Deferred Compensation	\$ 8,328
FICA	\$ 31,710
Retirement - LGERS	\$ 46,182
Medical Insurance	\$ 83,282
Dental Insurance	\$4,463
Worker’s Compensation	\$ 2,282
Cleaning & Janitorial	\$12,000
Printing & Binding	\$ 92,301
Publications	\$ 500
Fuel Costs	\$ 2,500
Department Supplies & Materials	\$ 18,874
Community Events Expense	\$ 60,000

Hospitality	\$8,000
Department Supplies - Nonexpendable	\$ 5,976
Data Processing Supplies	\$1,000
Non-Capital Technology	\$24,474
Inventory	\$29,000
Telephone & Communications	\$6,000
Postage	\$ 70,500
Electricity	\$ 13,000
Propane/Natural Gas	\$ 2,500
Water/Sewer	\$ 2,500
Garbage	\$ 2,200
Maintenance & Repair – Buildings	\$ 25,623
Maintenance & Repair – Equipment	\$ 3,000
Maintenance & Repair – Vehicles	\$ 2,000
Advertising	\$ 832,000
Travel & Staff Development	\$ 6,000
Volunteer Expense	\$5,000
Professional Services	\$11,000
Contracted Services – Labor	\$122,000
Contracted Services – Product Development	\$ 500,000
Contracted Services – Wayfinding	\$ 10,000
Contracted Services – Creative	\$ 100,000
Dues & Memberships	\$11,000
Lease of Real Property	\$ 90,000
Rental of Equipment	6,250
Insurance & General Bonding	\$ 12,000
Indirect Costs	\$ 113,699
Capital Outlay - Buildings	\$ 0
Capital Outlay- Equipment	\$2,000
Capital Outlay – Vehicles	\$ 0
TOTAL OPERATIONS FUND APPROPRIATIONS:	\$ 2,792,000

B. Revenues

For the operation of the Henderson County Tourism Development Authority for FY2022, it is estimated that the revenues and fund balances of the Operations Fund, as listed below, will be available to meet the appropriations as set forth herein.

Occupancy Taxes	\$ 2,710,000
Penalties & Interest	\$ 1,000
Product Sales	\$ 28,000
Community Event Revenues	\$ 45,000
Advertising Revenues	\$ 0.00
Interest Earned	\$8,000
TOTAL GENERAL FUND REVENUE	\$ 2,792,000

Section 7 – Use of Budget

This Ordinance and the budget shall be the basis for the financial plan for the Henderson County Tourism Development Authority during FY2022. The Executive Director shall administer the budget and insure that operation officials are provided guidance and information in sufficient detail to implement their portions of the budget. The Finance Director shall establish records, which are in consonance with the budget, this Ordinance and regulating statutes of the State of North Carolina.

Section 8 – Effective Date

This Ordinance shall be effective by its terms for FY2022 upon adoption.

VOTING:

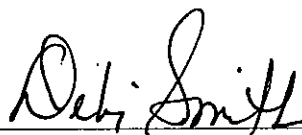
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Adopted this the 25th day of May 2021.

HENDERSON COUNTY TOURISM DEVELOPMENT AUTHORITY

By: 
Debi Smith, Chairman

Attest:


Mark Warwick, Vice Chairman

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