

Dare County Tourism Board Outer Banks Visitors Bureau

Adopted Budget
Fiscal Year
2024 / 2025

Adopted by the
Dare County Tourism Board

June 20, 2024
Outer Banks Visitor Bureau Admin Office
Manteo, NC
Curtis Creef Board Room

Questions:
Please email or call Diane Bognich
bognich@outerbanks.org
252-473-2138



Dare County Tourism Board

BE IT ORDAINED by the Governing Board of the Dare County Tourism Board that this budget ordinance be adopted June 20, 2024.

Section 1: It is estimated that the following revenues will be available in the **General Fund** for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Occupancy Tax Distribution	4,845,904
Prepared Food Tax Distribution.....	2,216,141
Appropriation from Fund Balance	3,354,609
Travel Guide Income	39,000
Website Revenue	125,000
Interest & Other Revenue	<u>361,050</u>
	10,941,704

Section 2: The following amounts are hereby appropriated in the **General Fund** for the operation of the Tourism Board and its activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Governing Body	30,705
Promotion.....	8,564,340
Aycock Brown Welcome Center	176,315
Roanoke Island/Whalebone/Hatteras Welcome Centers	227,505
Travel Guide Expenses	115,000
Unappropriated Fund Balance	1,542,294
Transfer to Event Site Fund	<u>285,545</u>
	10,941,704

Section 3: It is estimated that the following revenues will be available in the **Special Revenue Fund** for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Occupancy Tax Distribution	1,615,301
Prepared Food Tax Distribution	738,714
Appropriation from Fund Balance	10,835,053
Interest.....	<u>300,000</u>
	13,489,068

Section 4: The following amount is hereby appropriated in the **Special Revenue Fund** for the use(s) indicated for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Expenditures.....	13,489,068
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Section 5: It is estimated that the following revenues will be available in the **Event Site Fund** (an enterprise fund) for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Event Rental Income	26,350
Lease Income	52,700
Interest & Other Revenue	700
Transfer from General Fund	285,545
Unappropriated Funds.....	<u>30,380</u>
	395,675

Section 6: The following amounts are hereby appropriated in the **Event Site Fund** for the associated operational costs, beginning July 1, 2024 and ending June 30, 2025:


Expenditures	395,675
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Section 7: The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a) He/she may transfer amounts between line item expenditures within a department without limitation and without a report being required. These changes should not result in increases in recurring obligations such as salaries.
- b) He/she may transfer amounts up to \$5,000 between departments, including contingency appropriations, within the same fund. He/she must make an official report on such transfers at the next regular meeting of the Governing Board.
- c) He/she may not transfer any amounts between funds, except as approved by the Governing Body in the Budget Ordinance as amended.


Section 8: The Budget Officer may make cash advances between funds for periods not to exceed 60 days without reporting to the Governing Board. Any advances that extend beyond 60 days must be approved by the Board. All advances that will be outstanding at the end of the fiscal year must be approved by the Board.

Section 9: Copies of this Budget Ordinance shall be furnished to the Clerk to the Governing Board and to the Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds detailed in the budget adopted by this body 20 June, 2024.



Monica Thibodeau, Chairman

ATTEST:



Tonia Cohen, Secretary

Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget

Dare County Tourism Board						
Budget 2024-2025						
Total Revenues - Governmental Funds						
(General Fund and Special Revenue)						
			Amended		Adopted	% Change
	Budget	Budget	Projected	Budget	Budget	% Change
	FY 2023-2024	FY 2023-2024	FY 2023-2024	FY 2024-2025	Budget	to FY 23-24
Occupancy	\$ 6,207,476	\$ 6,275,475	\$ 7,686,603	\$ 6,461,205		2.96%
Meals	\$ 2,724,470	\$ 2,778,310	\$ 3,575,032	\$ 2,954,855		6.35%
	\$ 8,931,946	\$ 9,053,785	\$ 11,261,635	\$ 9,416,060		4.00% *
Interest - GF	\$ 191,000	\$ 191,000	\$ 637,772	\$ 360,000		88.48%
Interest - Travel Guide	\$ 50	\$ 50	\$ 125	\$ 50		0.00%
Interest - Restricted	\$ 125,000	\$ 125,000	\$ 469,898	\$ 300,000		140.00%
Website Advertising	\$ 125,000	\$ 125,000	\$ 145,688	\$ 125,000		0.00%
Travel Guide Income	\$ 35,000	\$ 35,000	\$ 49,000	\$ 39,000		11.43%
Other - General	\$ 1,000	\$ 1,000	\$ 256	\$ 1,000		0.00%
	\$ 477,050	\$ 477,050	\$ 1,302,739	\$ 825,050		72.95%
Amounts Rolled Over from PY	\$ 3,296,802	\$ 3,296,802	\$ 3,296,802	\$ 3,069,064		-6.91%
Appropriated Fund Balance	\$ 9,022,001	\$ 9,022,002	\$ 4,767,229	\$ 11,120,598		23.26%
	\$ 12,318,803	\$ 12,318,804	\$ 8,064,031	\$ 14,189,662		15.19%
Total Revenues	\$ 21,727,799	\$ 21,849,639	\$ 20,628,405	\$ 24,430,772		11.81%
* This is a 4% increase over 23-4-24 budget figures. The percent change from projected actual 2023-2024 figures is a decrease of (16.39%).						

**Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget**

Outer Banks Visitors Bureau									
Budget 2024-2025									
Summary									
	Budget	Amended	Projected	Adopted	Percent	Estimate	Estimate	Estimate	
	2023-2024	2023-2024	2023-2024	2024-2025	Change	FY25-26	FY26-27	FY27-28	
GENERAL FUND									
REVENUES									
Occupancy/Meals Tax (75%)	6,698,959	6,790,339	8,446,226	7,062,045	4.0%	7,273,906	7,637,602	7,943,106	
Revenues - Website Advertising	125,000	125,000	145,688	125,000	0.0%	127,500	132,600	137,904	
Revenues - Interest and Other	192,050	192,050	638,153	361,050	88.0%	364,714	375,655	394,438	
Appropriated from Fund Balance	286,545	286,545	286,545	285,545	-0.3%	1,777,051	1,762,367	1,788,663	
Transfer from Travel Guide/Travel Guide Income	35,000	35,000	49,000	39,000	11.4%	40,170	41,375	42,616	
Total Revenues	7,337,554	7,428,934	9,565,612	7,872,640	6.0%	9,583,341	9,949,599	10,306,727	
Projected Over Budget By			2,136,679						
EXPENDITURES:									
Governing	30,565	30,565	27,621	30,705	0.5%	30,961	31,027	31,244	
Promotion	8,157,825	8,249,025	7,358,217	8,564,340 *	3.8%	8,235,207	8,544,946	8,878,092	
Aycock Brown Welcome Center	173,745	173,745	168,306	176,315	1.5%	177,529	187,977	187,577	
Outer Banks Welcome Center RI, Whalebone & Hatteras	215,495	215,675	207,686	227,505	5.5%	233,501	245,035	247,418	
Travel Guide Expenses	112,000	112,000	86,796	115,000	2.7%	118,450	122,004	125,664	
Unappropriated Fund Balance	1,658,181	1,658,181	1,658,181	1,542,294	-7.0%	477,631	444,584	448,410	
Transfer to Event Site Fund	286,545	286,545	286,545	285,545	-0.3%	339,907	404,803	420,035	
Total Expenditures	10,634,356	10,725,736	9,793,352	10,941,704	2.0%	9,613,186	9,980,376	10,338,439	
Projected Under Budget By			932,384						
Revenue vs Expenses	-3,296,802	-3,296,802		-3,069,064		-29,845	-30,777	-31,713	
Revenue Income over Budget	2,587,101	2,587,101		2,136,679					
Unspent Funds/Encumbrances	709,700	709,700		932,384 *					
* Includes estimated encumbrances of \$466,500									
Unappropriated Surplus	0	0		0					
Net Revenue vs Expenses	0	0		0					

**Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget**

Outer Banks Visitors Bureau									
Budget 2024-2025									
Summary									
	Budget	Amended	Projected	Adopted	Percent	Estimate	Estimate	Estimate	
	2023-2024	Budget	2023-2024	Budget	Change	FY25-26	FY26-27	FY27-28	
		2023-2024		2024-2025					
RESTRICTED FUND									
Interest	125,000	125,000	469,898	300,000	140.0%	110,000	85,000	85,000	
Designated From Fund Balance	8,735,456	8,735,456	7,549,746	10,835,053	24.0%	7,835,053	8,070,105	8,392,909	
Occupancy/Meals Tax (25%)	2,232,987	2,263,447	2,815,409	2,354,015	4.0%	2,424,635	2,545,867	2,647,702	
Total Revenues	11,093,443	11,123,903	10,835,053	13,489,068	21.3%	10,369,688	10,700,972	11,125,611	
Total Expenditures and Commitments	11,093,443	11,123,903	10,835,053	13,489,068	21.3%	10,619,688	10,958,472	11,393,411	
EVENT SITE FUND									
Event Rental Income	22,900	22,900	30,990	26,350	15.1%	28,350	29,450	31,250	
Lease Income	49,155	49,155	48,364	52,700	7.2%	52,700	52,700	52,700	
Other Income	200	200	0	200	0.0%	200	200	200	
Interest	500	500	1,393	500	0.0%	150	100	100	
Transfer to Event Site	286,545	286,545	286,545	285,545	-0.3%	339,907	404,803	420,035	
Unappropriated Funds	45,810	75,810	0	30,380	-59.9%	30,000	31,500	33,075	
	405,110	435,110	367,292	395,675	-9.1%	451,307	518,753	537,360	
Expenditures	405,110	435,110	409,114	395,675	-9.1%	451,307	518,753	537,360	

Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget

BUDGET & FINANCE PROJECTIONS
OCCUPANCY & MEALS FY 2024-2025

FISCAL YEAR		ACTUAL 2019-2020	ACTUAL 2020-2021	ACTUAL 2021-2022	ACTUAL 2022-2023	ACTUAL 2023-2024
JULY RECEIPTS						
	OCCUPANCY	\$1,019,991	\$1,031,086	\$1,276,821	\$1,366,626	\$1,367,018
	MEALS	\$399,780	\$343,467	\$484,565	\$486,160	\$514,981
		<u>\$1,419,771</u>	<u>\$1,374,552</u>	<u>\$1,761,386</u>	<u>\$1,852,786</u>	<u>\$1,881,999</u>
AUGUST RECEIPTS						
	OCCUPANCY	\$1,106,544	\$1,522,969	\$1,592,750	\$2,025,877	\$2,165,402
	MEALS	\$472,601	\$378,908	\$556,560	\$597,289	\$604,977
		<u>\$1,579,144</u>	<u>\$1,901,877</u>	<u>\$2,149,310</u>	<u>\$2,623,166</u>	<u>\$2,770,379</u>
SEPTEMBER RECEIPTS						
	OCCUPANCY	\$1,386,584	\$1,386,699	\$1,592,952	\$1,434,166	\$1,458,380
	MEALS	\$427,334	\$342,807	\$455,773	\$496,883	\$531,275
		<u>\$1,813,918</u>	<u>\$1,729,506</u>	<u>\$2,048,725</u>	<u>\$1,931,050</u>	<u>\$1,989,655</u>
OCTOBER RECEIPTS						
	OCCUPANCY	\$456,103	\$646,711	\$717,840	\$725,053	\$799,595
	MEALS	\$245,359	\$312,640	\$381,875	\$398,738	\$386,500
		<u>\$701,462</u>	<u>\$959,351</u>	<u>\$1,099,715</u>	<u>\$1,123,790</u>	<u>\$1,186,095</u>
NOVEMBER RECEIPTS						
	OCCUPANCY	\$225,977	\$411,520	\$437,386	\$433,387	\$348,086
	MEALS	\$196,139	\$220,333	\$283,580	\$162,643	\$273,921
		<u>\$422,115</u>	<u>\$631,854</u>	<u>\$720,966</u>	<u>\$596,030</u>	<u>\$622,007</u>
DECEMBER RECEIPTS						
	OCCUPANCY	\$115,681	\$149,614	\$103,833	\$185,251	\$182,562
	MEALS	\$122,310	\$133,492	\$144,518	\$300,139	\$178,483
		<u>\$237,992</u>	<u>\$283,106</u>	<u>\$248,351</u>	<u>\$485,390</u>	<u>\$361,045</u>
JANUARY RECEIPTS						
	OCCUPANCY	\$64,326	\$99,622	\$191,666	\$101,098	\$135,855
	MEALS	\$105,378	\$129,244	\$172,558	\$143,215	\$144,574
		<u>\$169,703</u>	<u>\$228,866</u>	<u>\$364,224</u>	<u>\$244,313</u>	<u>\$280,429</u>
FEBRUARY RECEIPTS						
	OCCUPANCY	\$82,572	\$221,257	\$320,769	\$322,624	\$155,450
	MEALS	\$98,628	\$96,377	\$93,580	\$124,423	\$101,950
		<u>\$181,200</u>	<u>\$317,634</u>	<u>\$414,349</u>	<u>\$447,048</u>	<u>\$257,400</u>
MARCH RECEIPTS						
	OCCUPANCY	\$68,444 [^]	\$167,213	\$170,201	\$170,000	\$151,260
	MEALS	\$90,154 [^]	\$92,067	\$131,328	\$116,208	\$128,876
		<u>\$158,598</u>	<u>\$259,280</u>	<u>\$301,529</u>	<u>\$286,208</u>	<u>\$280,136</u>
APRIL RECEIPTS						
	OCCUPANCY	\$30,252 [^]	\$277,701	\$229,961	\$228,527	\$238,725
	MEALS	\$69,266 [^]	\$179,714	\$176,838	\$179,535	\$198,494
		<u>\$99,518</u>	<u>\$457,415</u>	<u>\$406,799</u>	<u>\$408,062</u>	<u>\$437,219</u>
MAY RECEIPTS						
	OCCUPANCY	\$12,691 [^]	\$395,352	\$451,019	\$436,135	\$331,070
	MEALS	\$37,629 [^]	\$259,175	\$284,410	\$284,935	\$258,330
		<u>\$50,320</u>	<u>\$654,527</u>	<u>\$735,429</u>	<u>\$721,069</u>	<u>\$589,400</u>
JUNE RECEIPTS						
	OCCUPANCY	\$280,884 [^]	\$709,402	\$679,227	\$612,281	\$353,200
	MEALS	\$138,382 [^]	\$359,081	\$344,508	\$359,175	\$252,670
		<u>\$419,266</u>	<u>\$1,068,483</u>	<u>\$1,023,735</u>	<u>\$971,456</u>	<u>\$605,870</u>
TOTALS						
	OCCUPANCY	\$4,850,048	\$7,019,145	\$7,764,423	\$8,041,025	\$7,686,603
	MEALS	\$2,402,960	\$2,847,306	\$3,510,093	\$3,649,343	\$3,575,032
		<u>\$7,253,008</u>	<u>\$9,866,451</u>	<u>\$11,274,517</u>	<u>\$11,690,368</u>	<u>\$11,261,635</u>

**Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget**

**BUDGET & FINANCE PROJECTIONS
OCCUPANCY & MEALS FY 2024-2025**

FISCAL YEAR		5 YEAR AVERAGE FY 2022-2024	BUDGET FY 2023-2024	ADOPTED FY 2024-2025	% Increase/ Decrease from Actual	\$ Increase/ Decrease from Actual	% Increase/ Decrease from 23-24 Budget	\$ Increase / Decrease from 23-24 Budget
JULY RECEIPTS								
	OCCUPANCY	\$1,212,308	\$1,134,925	\$1,210,325	-11.46%	-\$156,693	6.64%	\$75,400
	MEALS	\$445,791	\$425,965	\$443,005	-13.98%	-\$71,977	4.00%	\$17,040
		<u>\$1,658,099</u>	<u>\$1,507,050</u>	<u>\$1,653,330</u>	<u>-12.15%</u>	<u>-\$228,670</u>	<u>6.13%</u>	<u>\$92,440</u>
AUGUST RECEIPTS								
	OCCUPANCY	\$1,682,708	\$1,596,655	\$1,650,520	-23.78%	-\$514,882	3.37%	\$53,865
	MEALS	\$522,067	\$431,030	\$472,275	-21.93%	-\$132,702	9.57%	\$41,245
		<u>\$2,204,775</u>	<u>\$1,959,685</u>	<u>\$2,122,795</u>	<u>-23.38%</u>	<u>-\$647,584</u>	<u>4.85%</u>	<u>\$95,110</u>
SEPTEMBER RECEIPTS								
	OCCUPANCY	\$1,451,756	\$1,383,710	\$1,439,060	-1.32%	-\$19,320	4.00%	\$55,350
	MEALS	\$450,815	\$408,970	\$445,330	-16.18%	-\$85,945	8.89%	\$36,360
		<u>\$1,902,571</u>	<u>\$1,792,680</u>	<u>\$1,884,390</u>	<u>-5.29%</u>	<u>-\$105,265</u>	<u>5.12%</u>	<u>\$91,710</u>
OCTOBER RECEIPTS								
	OCCUPANCY	\$669,060	\$542,895	\$579,615	-27.51%	-\$219,980	6.76%	\$36,720
	MEALS	\$345,022	\$276,660	\$297,730	-22.97%	-\$88,770	7.62%	\$21,069
		<u>\$1,014,083</u>	<u>\$819,555</u>	<u>\$877,344</u>	<u>-26.03%</u>	<u>-\$308,751</u>	<u>7.05%</u>	<u>\$57,789</u>
NOVEMBER RECEIPTS								
	OCCUPANCY	\$371,271	\$261,640	\$272,110	-21.83%	-\$75,976	4.00%	\$10,470
	MEALS	\$227,323	\$212,220	\$220,715	-19.42%	-\$53,206	4.00%	\$8,495
		<u>\$598,594</u>	<u>\$473,860</u>	<u>\$492,825</u>	<u>-20.77%</u>	<u>-\$129,182</u>	<u>4.00%</u>	<u>\$18,964</u>
DECEMBER RECEIPTS								
	OCCUPANCY	\$147,388	\$112,835	\$117,350	-35.72%	-\$65,212	4.00%	\$4,515
	MEALS	\$175,788	\$134,805	\$140,200	-21.45%	-\$38,283	4.00%	\$5,394
		<u>\$323,177</u>	<u>\$247,640</u>	<u>\$257,550</u>	<u>-28.67%</u>	<u>-\$103,495</u>	<u>4.00%</u>	<u>\$9,910</u>
JANUARY RECEIPTS								
	OCCUPANCY	\$118,514	\$81,700	\$84,970	-37.46%	-\$50,885	4.00%	\$3,271
	MEALS	\$138,994	\$106,990	\$121,270	-16.12%	-\$23,304	13.35%	\$14,281
		<u>\$257,507</u>	<u>\$188,690</u>	<u>\$206,242</u>	<u>-26.46%</u>	<u>-\$74,188</u>	<u>9.30%</u>	<u>\$17,552</u>
FEBRUARY RECEIPTS								
	OCCUPANCY	\$220,534	\$272,985	\$163,905	5.44%	\$8,455	-39.96%	-\$109,080
	MEALS	\$102,992	\$90,410	\$90,410	-11.32%	-\$11,540	0.00%	\$0
		<u>\$323,526</u>	<u>\$363,395</u>	<u>\$254,315</u>	<u>-1.20%</u>	<u>-\$3,085</u>	<u>-30.02%</u>	<u>-\$109,080</u>
MARCH RECEIPTS								
	OCCUPANCY	\$145,424	\$133,825	\$133,825	-11.53%	-\$17,435	0.00%	\$0
	MEALS	\$111,726	\$92,745	\$96,455	-25.16%	-\$32,421	4.00%	\$3,710
		<u>\$257,150</u>	<u>\$226,571</u>	<u>\$230,281</u>	<u>-17.80%</u>	<u>-\$49,856</u>	<u>1.64%</u>	<u>\$3,710</u>
APRIL RECEIPTS								
	OCCUPANCY	\$201,033	\$125,235	\$125,235	-47.54%	-\$113,490	0.00%	\$0
	MEALS	\$160,769	\$136,055	\$141,500	-28.71%	-\$56,994	4.00%	\$5,445
		<u>\$361,802</u>	<u>\$261,290</u>	<u>\$266,735</u>	<u>-38.99%</u>	<u>-\$170,484</u>	<u>2.08%</u>	<u>\$5,445</u>
MAY RECEIPTS								
	OCCUPANCY	\$325,253	\$275,870	\$296,910	-10.32%	-\$34,160	7.63%	\$21,040
	MEALS	\$224,896	\$209,790	\$218,185	-15.54%	-\$40,145	4.00%	\$8,396
		<u>\$550,149</u>	<u>\$485,660</u>	<u>\$515,095</u>	<u>-12.61%</u>	<u>-\$74,305</u>	<u>6.06%</u>	<u>\$29,435</u>
JUNE RECEIPTS								
	OCCUPANCY	\$526,999	\$353,200	\$387,380	9.68%	\$34,180	9.68%	\$34,180
	MEALS	\$290,763	\$252,670	\$267,780	5.98%	\$15,110	5.98%	\$15,110
		<u>\$817,762</u>	<u>\$605,870</u>	<u>\$655,159</u>	<u>8.14%</u>	<u>\$49,289</u>	<u>8.14%</u>	<u>\$49,290</u>
TOTALS								
	OCCUPANCY	\$7,072,249	\$6,275,475	\$6,461,205	-15.94%	-\$1,225,398	2.96%	\$185,732
	MEALS	\$3,196,947	\$2,778,310	\$2,954,855	-17.35%	-\$620,178	6.35%	\$176,544
		<u>\$10,269,196</u>	<u>\$9,053,785</u>	<u>\$9,416,060</u>	<u>-16.39%</u>	<u>-\$1,845,575</u>	<u>4.00%</u>	<u>\$362,276</u>
			FY22/23 Budget	\$8,119,742.00				
			24/25 vs 22/23	15.97%				

**Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget**

Outer Banks Visitors Bureau									
Budget 2024-2025									
Governing									
		Amended			Adopted				
Account		Budget	Budget	Projected	Budget	Percent	Estimate	Estimate	Estimate
Number	Title	2023-2024	2023-2024	2023-2024	2024-2025	Change	FY25-26	FY26-27	FY27-28
5000	Director Compensation	17,100	17,100	17,100	17,100	0.0%	17,100	17,100	17,100
5030	Payroll Taxes	1,480	1,480	1,310	1,480	0.0%	1,480	1,480	1,480
5001	Professional Services	1,000	1,000	0	1,000	0.0%	1,000	1,000	1,000
5002	Dir. Travel/Mtg./Meals	7,000	7,000	5,749	7,000	0.0%	7,100	7,100	7,150
5003	Directors & Officers Ins.	2,985	2,985	2,985	3,125	4.7%	3,281	3,347	3,414
5004	Miscellaneous Items	1,000	1,000	477	1,000	0.0%	1,000	1,000	1,100
	Total - Governing	30,565	30,565	27,621	30,705	0.5%	30,961	31,027	31,244
Projected under budget by				2,944					

**Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget**

Outer Banks Visitors Bureau									
Budget 2024-2025									
Promotion									
			Amended		Adopted				
Account		Budget	Budget	Projected	Budget	Percent	Estimate	Estimate	Estimate
Number	Title	2023-2024	2023-2024	2023-2024	2024-2025	Change	FY25-26	FY26-27	FY27-28
	Personnel								
5010	Salaries (full)	942,000	1,019,500	1,018,403	1,085,900	6.5%	1,118,477	1,174,401	1,209,633
5020	Salaries (part)	129,500	129,500	127,161	134,650	4.0%	138,690	145,624	149,993
5025	Overtime Pay	1,000	1,000	0	1,000	0.0%	1,000	1,000	1,000
5030	Payroll Taxes	85,350	91,280	90,947	96,805	6.1%	100,480	105,358	108,431
5040	Employee Insurance	161,750	175,000	167,946	175,700	0.4%	193,270	208,732	225,430
5050	Retirement	125,455	135,440	134,777	156,430	15.5%	164,987	185,160	177,749
5055	401(k) Match	9,420	10,195	8,422	10,860	6.5%	11,185	11,744	12,096
5060	Worker's Comp	1,695	1,945	1,912	1,935	-0.5%	1,993	2,053	2,114
5080	Employee Relations	1,995	1,995	1,787	2,340	17.3%	2,340	2,340	2,340
5090	Training	14,900	14,900	10,093	11,900	-20.1%	10,000	10,500	11,025
		1,473,065	1,580,755	1,561,448	1,677,520	6.1%	1,742,421	1,846,912	1,899,811
	Marketing/Advertising								
5500	Other Advertising	1,454,760	1,454,760	1,454,760	1,629,065	12.0%	1,677,937	1,728,275	1,780,123
5502	Production Advertising	170,000	170,000	165,153	190,000	11.8%	180,000	190,000	200,000
5510	Events-Development & Prom	73,100	73,100	60,082	73,100	0.0%	75,293	77,552	79,878
5515	Advertising - Online	2,616,390	2,616,390	2,616,390	2,766,820	5.7%	2,849,825	2,935,319	3,023,379
5525	Community Relations	30,000	30,000	23,958	30,000	0.0%	30,000	30,000	30,000
5560	Brochures/Production/Print	19,000	19,000	16,884	21,650	13.9%	20,000	20,000	20,000
5580	Promotional Aids	9,000	8,500	4,951	8,500	0.0%	8,500	8,500	8,500
6100	Press/Travel Writer Tours	110,000	110,000	107,848	110,000	0.0%	110,000	113,300	116,699
6101	Group Sales	17,750	17,750	15,795	30,000	69.0%	18,000	21,600	22,248
		4,500,000	4,499,500	4,465,821	4,859,135	8.0%	4,969,555	5,124,546	5,280,828

**Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget**

Outer Banks Visitors Bureau									
Budget 2024-2025									
Promotion									
			Amended		Adopted				
Account		Budget	Budget	Projected	Budget	Percent	Estimate	Estimate	Estimate
Number	Title	2023-2024	2023-2024	2023-2024	2024-2025	Change	FY25-26	FY26-27	FY27-28
Special Projects									
6150	Event Grant	818,250	843,250	324,844	832,000 *	-1.3%	425,000	450,000	475,000
6160	Long Range Tourism Plan	350,000	242,560	104,290	275,000	13.4%	315,000	330,750	347,288
6170	Tourism Summit	25,000	25,000	24,122	27,500	10.0%	18,000	18,000	18,000
		1,193,250	1,110,810	453,256	1,134,500	2.1%	758,000	798,750	840,288
Operations									
5110	Contracted Services	16,030	16,030	15,813	16,030	0.0%	16,030	16,030	16,832
5140	Audit	10,875	10,945	10,945	13,650	24.7%	17,063	18,769	20,646
5170	Other Professional Service	7,300	40,300	21,714	10,800	-73.2%	10,000	15,000	15,000
5180	Legal	20,500	20,500	16,040	38,500	87.8%	20,500	20,500	20,500
5185	Research	267,500	267,500	205,048	188,500	-29.5%	75,000	50,000	100,000
5190	Administrative Advertising	1,500	2,500	2,433	1,500	-40.0%	1,500	1,500	1,500
5530	Legal Notices	1,500	1,500	500	1,500	0.0%	1,500	1,500	1,500
6200	Postage/Fulfillment	200,000	200,000	161,959	200,000	0.0%	204,000	208,080	212,242
6300	Travel	59,000	59,000	56,013	59,000	0.0%	61,360	63,814	66,367
6305	Vehicle Maintenance	3,500	3,500	2,328	3,000	-14.3%	3,000	3,000	3,000
6320	Registrations	52,475	52,475	31,933	40,000	-23.8%	40,400	40,804	41,212
6340	Travel Show Exhibit	4,000	4,500	4,445	5,000	11.1%	6,500	7,500	7,500
6420	Dues & Subscriptions	57,405	57,405	48,795	69,400	20.9%	72,870	72,870	72,870
6440	Insurance	26,515	26,465	25,542	28,350	7.1%	29,768	31,256	32,819
6460	Telephone	24,400	24,400	23,624	26,100	7.0%	26,100	26,883	26,883
6500	Equipment	78,500	78,500	67,931	26,700 *	-66.0%	25,000	25,750	26,523
6510	Expendable Equipment	2,550	14,550	25,634	3,275	-77.5%	3,275	3,275	3,275
6530	Tech. Support/Software	9,000	9,000	5,566	5,600	-37.8%	5,600	5,600	5,600
6580	Utilities	10,800	10,800	9,439	10,800	0.0%	11,124	11,235	11,348
6600	Cleaning/maint. Supplies	1,500	1,500	1,052	1,500	0.0%	1,500	1,500	1,500
6610	Building Maintenance	25,000	45,000	33,740	31,000	-31.1%	20,000	35,000	55,000
6620	Equip. Service Contracts	3,100	3,100	2,874	3,100	0.0%	3,100	3,100	3,100

**Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget**

Outer Banks Visitors Bureau									
Budget 2024-2025									
Promotion									
			Amended		Adopted				
Account		Budget	Budget	Projected	Budget	Percent	Estimate	Estimate	Estimate
Number	Title	2023-2024	2023-2024	2023-2024	2024-2025	Change	FY25-26	FY26-27	FY27-28
6640	Equipment Rental	33,840	33,840	30,431	33,840	0.0%	33,840	33,840	33,840
6660	Equipment Repairs	3,000	3,000	2,911	3,000	0.0%	3,000	3,000	3,000
6700	Office Supplies	17,800	17,730	17,528	17,800	0.4%	17,800	17,800	17,800
6800	Bank Service Fees	1,920	1,920	1,853	3,240	68.8%	3,402	3,572	3,751
6810	Web Site/Internet	52,000	52,000	51,601	52,000	0.0%	52,000	53,560	53,560
		991,510	1,057,960	877,692	893,185	-15.6%	765,231	774,738	857,165
	Total - Promotional	8,157,825	8,249,025	7,358,217	8,564,340	3.8%	8,235,207	8,544,946	8,878,092
	Projections under budget by			890,808					
	less encumbrances			-466,500					
				424,308					
	* Encumbrances: #6150 \$432,000								
	#5180 \$18,000								
	#6500: \$5,500								
	#6610: \$11,000								

Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget

Outer Banks Visitors Bureau									
Budget 2024-2025									
Aycock Brown Welcome Center Kitty Hawk									
			Amended		Adopted				
Account		Budget	Budget	Projected	Budget	Percent	Estimate	Estimate	Estimate
Number	Title	2023-2024	2023-2024	2023-2024	2024-2025	Change	FY25-26	FY26-27	FY27-28
5025	Salaries (part)	111,855	111,855	111,312	118,100	5.6%	121,643	125,292	129,051
5030	Payroll Taxes	9,675	9,675	9,628	10,215	5.6%	10,522	10,838	11,163
5040	Employee Insurance	4,200	4,200	4,176	4,200	0.0%	4,410	4,542	4,679
5050	Retirement	3,225	3,225	3,124	3,480	7.9%	3,654	3,764	3,877
5060	Worker's Comp	185	185	185	180	-2.7%	185	191	197
5080	Employee Relations	455	455	308	455	0.0%	450	450	450
5090	Training	600	600	600	600	0.0%	600	600	600
5110	Contracted Services	9,960	9,960	9,960	9,960	0.0%	9,960	9,960	9,960
6130	Uniforms	800	800	962	1,080	35.0%	800	800	800
6200	Postage	200	200	152	200	0.0%	200	210	221
6300	Travel	630	630	187	645	2.4%	560	560	570
6420	Dues & Subscriptions	270	270	103	270	0.0%	270	270	270
6440	Insurance	3,685	3,685	3,685	3,890	5.6%	4,085	4,289	4,503
6460	Telephone	8,700	8,700	6,325	5,940	-31.7%	6,059	6,180	6,304
6500	Equipment	3,800	3,800	5,089	1,500	-60.5%	1,500	2,000	2,000
6580	Utilities	6,600	6,600	5,930	6,600	0.0%	6,732	6,867	7,004
6600	Cleaning/maint. Supplies	600	600	388	600	0.0%	600	600	600
6610	Building Maintenance	3,405	3,405	3,138	3,500	2.8%	2000	7250	2000
6660	Equipment Repairs	1,800	1,800	800	1,800	0.0%	300	315	330
6700	Office Supplies	3,100	3,100	2,254	3,100	0.0%	3,000	3000	3,000
	Total - ABWC	173,745	173,745	168,306	176,315	1.5%	177,529	187,977	187,577
	Projected under budget by			5,439					

Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget

Outer Banks Visitors Bureau									
Budget 2024-2025									
Outer Banks Welcome Center Roanoke Island									
			Amended		Adopted				
Account		Budget	Budget	Projected	Budget	Percent	Estimate	Estimate	Estimate
Number	Title	2023-2024	2023-2024	2022-2023	2024-2025	Change	FY25-26	FY26-27	FY27-28
5026	Salaries (part) - RI	83,910	83,910	81,274	88,320	5.26%	90,970	93,699	96,510
5030	Payroll Taxes	7,260	7,260	7,030	7,640	5.23%	7,869	8,105	8,348
5060	Worker's Comp	135	135	135	130	-3.70%	134	138	142
5080	Employee Relations	350	350	331	350	0.00%	350	350	350
5090	Training	600	600	551	600	0.00%	600	600	600
6130	Uniforms	700	700	697	1,080	54.29%	800	800	800
6420	Dues & Subscriptions	0	180	141	180	0.00%	189	198	208
6440	Insurance	5,525	5,525	5,525	6,320	14.39%	6,636	6,968	7,316
6460	Telephone	1,415	1,415	1,178	1,345	-4.95%	1,372	1,399	1,427
6500	Equipment	1,000	1,000	1,000	1,000	0.00%	1,000	1,000	1,000
6580	Utilities	960	960	907	960	0.00%	979	999	1,019
6600	Cleaning/Maint. Supplies	200	200	190	200	0.00%	200	200	200
6610	Building Maintenance	2,000	2,000	1,525	2,000	0.00%	3,100	7,960	3,500
6660	Equipment Repairs	250	250	120	250	0.00%	250	250	250
6700	Office Supplies	700	700	487	700	0.00%	600	600	600
	Total - Welcome Ctr. R.I.	105,005	105,185	101,091	111,075	5.60%	115,048	123,266	122,270
	Projected under budget by			4,094					

**Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget**

Outer Banks Visitors Bureau									
Budget 2024-2025									
Outer Banks Welcome Center - Hatteras Information Center									
			Amended		Adopted				
Account		Budget	Budget	Projected	Budget	Percent	Estimate	Estimate	Estimate
Number	Title	2023-2024	2023-2024	2022-2023	2024-2025	Change	FY25-26	FY26-27	FY27-28
5026	Salaries (part) - HI	36,875	36,875	35,961	39,275	6.51%	40,453	41,667	42,917
5030	Payroll Taxes	3,190	3,190	3,111	3,395	6.43%	3,499	3,604	3,712
5060	Worker's Comp	55	55	55	55	0.00%	57	58	60
5080	Employee Relations	215	215	151	215	0.00%	200	200	200
5090	Training	140	140	125	140	0.00%	100	100	100
5110	Contracted Services	2,300	2,300	2,150	2,300	0.00%	2,300	2,300	2,300
6130	Uniforms	400	400	428	720	80.00%	300	300	300
6300	Travel	1,010	1,010	549	1,030	1.98%	903	918	895
6440	Insurance	925	925	925	975	5.41%	1,024	1,075	1,129
6460	Telephone	2,700	2,700	2,453	2,700	0.00%	2,754	2,809	2,865
6500	Equipment	1,000	1,000	800	1,000	0.00%	1,000	1,000	1,000
6600	Cleaning/Maint. Supplies	250	250	185	250	0.00%	200	200	200
6610	Building Maintenance	500	500	75	500	0.00%	500	500	500
6700	Office Supplies	825	825	784	825	0.00%	700	725	750
	Total - Welcome Ctr. - Hatteras	50,385	50,385	47,752	53,380	5.94%	53,990	55,457	56,928
	Projected under budget by			2,633					

**Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget**

Outer Banks Visitors Bureau									
Budget 2024-2025									
Outer Banks Welcome Center - Whalebone Junction									
		Amended			Adopted				
Account		Budget	Budget	Projected	Budget	Percent	Estimate	Estimate	Estimate
Number	Title	2023-2024	2023-2024	2023-2024	2024-2025	Change	FY25-26	FY26-27	FY27-28
5026	Salaries (part)	50,000	50,000	49,687	52,450	4.90%	54,024	55,644	57,314
5030	Payroll Taxes	4,325	4,325	4,298	4,535	4.86%	4,673	4,813	4,958
5060	Worker's Comp	90	90	90	85	-5.56%	88	90	93
5080	Employee Relations	180	180	78	180	0.00%	180	180	180
5090	Training	100	100	76	100	0.00%	100	100	100
5110	Contracted Services	795	795	700	795	0.00%	750	750	750
6130	Uniforms	300	300	331	540	80.00%	300	300	300
6440	Insurance	925	925	925	975	5.41%	1,024	1,075	1,129
6460	Telephone	1,740	1,740	1,544	1,740	0.00%	1,775	1,810	1,847
6500	Equipment	1,000	1,000	500	1,000	0.00%	1,000	1,000	1,000
6600	Cleaning/Maint. Supplies	50	50	50	50	0.00%	50	50	50
6700	Office Supplies	600	600	564	600	0.00%	500	500	500
	Total - Welcome Ctr. Whalebone	60,105	60,105	58,843	63,050	4.90%	64,463	66,313	68,219
	Projected under budget by			1,262					

Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget

Outer Banks Visitors Bureau						
Budget 2024-2025						
Restricted						
			Amended		Adopted	
Account		Budget	Budget	Projected	Budget	Percent
Number	Title	2023-2024	2023-2024	2023-2024	2024-2025	Change
	Occupancy/Meals Tax 25%	2,232,987	2,263,447	2,815,409	2,354,015	4.0%
	Interest	125,000	125,000	469,898	300,000	140.0%
	Appropriated Fund Balance	8,735,456	8,735,456	7,549,746	10,835,053	24.0%
	Total - Non Departmental	11,093,443	11,123,903	10,835,053	13,489,068	21.3%

**Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget**

Outer Banks Visitors Bureau					
Budget 2024-2025					
Restricted Fund					
		Projected			
		Amount	Recommended	Adopted	
Account		Allocated	FY 24-25	FY 24-25	Percent
Number	Title	thru 5/31/24	Projects	Allocation	Change
Revenues					
3210	Interest	469,898	0	300,000	-36.2%
9930	Appropriation from Fund Balance	7,549,748	0	10,835,053	43.5%
9940	Occupancy/Meals Tax 25%	2,815,409	0	2,354,015	-16.4%
	Total Revenues	10,835,055	0	13,489,068	24.5%
Expenditures					
Long Term Projects: 70% = \$1,647,811					
4503	Infrastructure NOTE #1	319,231	100,000	419,231	31.3%
4525	Event Site NOTE #2	7,006,204	1,447,811	8,454,015	20.7%
4585	Long-term Unappropriated NOTE #3	500,560	100,000	600,560	20.0%
	Total Long Term Projects	7,825,995	1,647,811	9,473,806	21.1%
Short Term Projects: 30% = \$706,205, plus interest					
FY2020					
4650	TIG - Duck - Pedestrian Paths, Phase 4	147,806	0	147,806	0.0%
		147,806		147,806	
FY2023					
4670	TIG - NH - Whalebone Restrooms	112,000		112,000	0.0%
4671	TIG - OB Forever - Lighthouse Pathway	132,000		132,000	0.0%
		244,000		244,000	
FY2024					
4675	TIG - Chicamacomico - 1874 Lifesaving Station	115,000		115,000	0.0%
4676	TIG - Duck - Performance Space Improvements	13,549		13,549	0.0%
4677	TIG - Elizabethan Garden - Pathway to Discovery	50,000		50,000	0.0%
4679	TIG - KH - Hwy 158 Multi-Use Path	400,000		400,000	0.0%
4680	TIG - NH - E. Epstein Sidewalk	49,500		49,500	0.0%
4681	TIG - NH - Governor St Beach Access	60,477		60,477	0.0%
4682	TIG - NH - W. Seachase Drive Sidewalk	45,150		45,150	0.0%
4683	TIG - NEST - Signs	2,750		2,750	0.0%
4684	TIG - NC Aquarium - Oyster Exhibits	121,845		121,845	0.0%
4685	TIG - OB Community Found - Community Terrace	85,000		85,000	0.0%
4686	TIG - OB Forever - Restrooms at Lighthouse Beach	125,000		125,000	0.0%
4687	TIG - RIFP - Concrete Loading Dock	75,000		75,000	0.0%
4688	TIG - SS Walking Path W. Highway 12	118,855		118,855	0.0%
4689	TIG - Surf Ped Foundation - Everyone's Playground	282,963		282,963	0.0%
5170	Traffic Control Hwy 158 & Hwy 12	22,030	0	22,030	0.0%
5160	Fireworks	60,025	60,000	120,025	100.0%
5140	25 % of audit	0	4,550	4,550	-
4999	FY2023 S-T Unappropriated NOTE #4	990,107	941,655	1,931,762	95.1%
		2,617,251	1,006,205	3,623,456	38.4%
	Total Short Term Projects	3,009,057	1,006,205	4,015,262	33.4%
	Total Expenditures	10,835,053	2,654,016	13,489,068	24.5%
Reconciliation Back to 5/31/24 Cash Balance					
	Funds in the Banks @ 5/31/24			\$ 11,512,384	
	Estimated Revenues - June 2024			160,482	
	Budgeted FY 23-24 Revenues			2,654,015	
	Total Proposed Expenditures			\$ 14,326,881	
	Less Amounts to be Paid Out in 23-24			(837,813)	
	Total Proposed Expenditures			\$ 13,489,068	

**Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget**

NOTE #1	Infrastructure was capped by the Board at \$500,000 in FY2006-2007. Proposed budget allocates \$100,000 to start bringing the balance back to \$500,000.						
NOTE #2	The Event Site line item is funded by 100% of long-term revenues, less transfers to Long-term Unappropriated & Infrastructure. \$67,975 is encumbered for Boardwalk Engineering. Part of money held is to be used for construction of the Boardwalk.						
NOTE #3	Long-term Unappropriated was established by the board in March 2019 and was capped at \$500,000 in FY19/20. \$100,000 is allocated in FY24/25 to rebuild the balance back to \$500,000. \$275,000 is encumbered: \$200,000 for Dare County Frisco Sidewalks and \$75,000 for Roanoke Island Historical Association for Sound Array.						
NOTE #4	Short-term Unappropriated is receiving the interest in addition to the Board designated 30% split of occupancy & meals taxes received, plus amounts over budgeted figures. Funds in Short-term Unappropriated are allocated out to the audit, traffic control, Fireworks and Tourism Impact Grants.						

**Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget**

Outer Banks Visitors Bureau									
Budget 2024-2025									
Travel Guide									
Account		Original	Amended	Projected	Adopted	Percent	Estimate	Estimate	Estimate
Number	Title	Budget	Budget	Budget	Budget	Change	FY25-26	FY26-27	FY27-28
		2023-2024	2023-2024	2023-2024	2024-2025				
Revenues									
3209	Advertising	35,000	35,000	49,000	39,000	11.4%	40,170	41,375	42,616
3210	Interest	50	50	125	50	0.0%	53	55	58
	Total Revenues	35,050	35,050	49,125	39,050	11.4%	40,223	41,430	42,674
Expenditures									
5560	Production/Printing/Distribution	110,000	110,000	81,957	110,000	0.0%	113,300	116,699	120,200
6200	Freight	2,000	2,000	4,839	5,000	100.0%	5,150	5,305	5,464
	Total Expenditures	112,000	112,000	86,796	115,000	2.7%	118,450	122,004	125,664
	Revenues Over (Under) Expenditures	-76,950	-76,950	-37,671	-75,950		-78,228	-80,573	-82,989

**Fiscal Year 2024-2025
Dare County Tourism Board
Adopted Budget**

Outer Banks Visitors Bureau									
Budget 2024-2025									
Event Site Fund									
Account		Budget	Amended	Projected	Adopted	Percent	Estimate	Estimate	Estimate
Number	Title	2023-2024	2023-2024	2023-2024	2024-2025	Change	FY25-26	FY25-26	FY27-28
	Revenues:								
3200	Event Rental Income	22,900	22,900	30,990	26,350	15.07%	28,350	29,450	31,250
3250	Lease income	49,155	49,155	48,364	52,700	7.21%	52,700	52,700	52,700
3220	Other Income	200	200	0	200	0.00%	200	200	200
3210	Interest Income	500	500	1,393	500	0.00%	150	100	100
9910	Transfer from General Fund	286,545	286,545	286,545	285,545	-0.35%	339,907	404,803	420,035
9999	Unappropriated Funds	45,810	75,810	0	30,380	-59.93%	30,000	31,500	33,075
	Total Revenues	405,110	435,110	367,292	395,675	-9.06%	451,308	518,753	537,360
	Projected under budget by								
	Expenditures:								
5160	Event Development & Marketing	50,000	50,000	47,443	50,000	0.00%	50,000	50,000	24,000
5190	Other Professional Services	55,000	75,000	72,690	55,000	-26.67%	55,000	92,700	104,751
6440	Insurance	11,515	11,515	5,752	9,725	-15.54%	10,211	10,722	11,258
6580	Utilities	47,580	47,580	38,642	40,665	-14.53%	41,885	43,141	44,436
6610	Repairs & Maintenance	220,745	230,745	224,365	220,015	-4.65%	271,462	298,608	328,469
6700	Office Supplies	270	270	226	270	0.00%	300	300	300
9990	Other Expenses	20,000	20,000	19,996	20,000	0.00%	22,450	23,282	24,147
	Total Expenditures	405,110	435,110	409,114	395,675	-9.06%	451,308	518,753	537,360
	Revenues Over (Under) Expenditures	0	0	-41,822	0		0	0	0