

Town of Sunset Beach, N.C. FY 2015-16 Budget Presentation

SPECIAL REVENUE & AGENCY FUND SECTION

IN THIS SECTION:

- Narrative Overview of Special Funds
- Schedule of Anticipated Special Fund Revenues
- Schedule of Proposed Special Fund Expenditures

Special Revenue Funds

Special Revenue Funds are used to account for general governmental resources that are restricted by law or contract for a specific purpose. The use of Special Revenue Funds can provide an extra level of accountability and transparency to taxpayers in that it is easier to identify when tax or grant dollars are being used for their intended purposes.

This proposed budget includes four Special Revenue Funds, which are: the Powell Bill Fund, the Sunset at Sunset Festival Fund, the Accommodations Tax Fund and the Beach Erosion/Protection Fund.

- Powell Bill Fund – This fund accounts for the revenues and the expenditures associated with State-shared revenues generated from a portion of North Carolina’s gas tax. These funds are restricted by statute for uses related to Town-owned streets.
- Sunset at Sunset Festival Fund – This fund accounts for the revenues and the expenditures that are generated by this annual Town event. The \$20,000 budget for this event is balanced with proposed festival revenues equal to planned expenditures.
- Accommodations Tax Fund – This fund houses the revenues from the 3 percent portion of the Town’s Occupancy Tax. The expenditures from the fund offset the Town’s cost for the provision of services to its seasonal tourist population.
- Beach Erosion/Protection Fund – This fund accounts for the revenues from the 2 percent portion of the Town’s Occupancy Tax. This fund’s expenditures may include hurricane protection, beach construction and maintenance of beach accesses and beach nourishment.

Agency Funds

The Town uses one Agency Fund to accommodate for its Law Separation Allowance. This pension is paid to law enforcement personnel who meet the requirements set forth by state statutes. The pension is funded based upon annual required contributions which are reviewed annually through actuarial analysis. While the expenditures from an Agency Fund do not legally have to be included as part of a municipality’s budget ordinance; since the money to fund this contribution is being transferred from the General Fund as an expenditure, the Agency Fund information is being included for transparency purposes.

Budget Summary

Special Revenue and Agency Funds Overview

Powell Bill Fund		Powell Bill Fund	
Powell Bill Expenditures	\$ 105,500.00	Powell Bill Revenues	\$ 135,000.00
<i>Contingency</i>	\$ 29,500.00		
Total Powell Bill Fund	\$ 135,000.00	Total Powell Bill Fund	\$ 135,000.00
Sunset at Sunset Fund		Sunset at Sunset	
Festival Expenditures	\$ 20,000.00	Festival Revenues	\$ 20,000.00
Total Sunset at Sunset Fund	\$ 20,000.00	Total Sunset at Sunset Fund	\$ 20,000.00
Accommodations Tax Fund		Accommodations Tax Fund	
Tourism-related Expenditures	\$ 527,603.00	3% Tax Revenues	\$ 567,000.00
<i>Contingency</i>	\$ 39,397.00		
Total Accommodations Tax Fund	\$ 567,000.00	Total Accommodations Tax Fund	\$ 567,000.00
Beach Erosion Fund		Beach Erosion Fund	
Beach Nourishment & Protection Expenditures	\$ 122,000.00	2% Tax Revenues	\$ 378,000.00
<i>Contingency</i>	\$ 256,000.00		
Total Beach Tax Fund	\$ 378,000.00	Total Beach Tax Fund	\$ 378,000.00
Total Special Revenue Funds Budgets	\$ 1,100,000.00		\$ 1,100,000.00
<i>Agency Funds</i>			
Law Separation Fund		Law Separation Fund	
Law Separation Expenditures	\$ 53,825.00	Revenues - Transfer from General Fund	\$ 53,825.00
Total Law Separation Fund	\$ 53,825.00	Total Law Separation Fund	\$ 53,825.00
Total Agency Funds Budget	\$ 53,825.00		\$ 53,825.00

Account No.	Account Description	Dept #	Prior Fiscal Year Actual	Beginning budget	Amended Budget	Expenditure as of 12/31/2014	Anticipated FY Expenditure	Dept. Requested Budget FY 15-16
POWELL BILL FUND								
11-4510-190	MOTOR GRADER RENTAL	4510	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 2,500.00
11-4510-194	PROFESSIONAL SERVICES	4510	\$ 600.00	\$ 1,000.00	\$ 1,000.00	\$ 200.00	\$ 200.00	\$ 1,000.00
11-4510-251	GAS & OIL	4510	\$ 17,998.24	\$ 19,000.00	\$ 19,000.00	\$ 4,105.44	\$ 19,000.00	\$ 19,000.00
11-4510-252	TIRES & TUBES	4510	\$ 215.02	\$ 2,500.00	\$ 2,500.00	\$ 85.41	\$ 2,000.00	\$ 3,000.00
11-4510-266	DEPARTMENT SUPPLIES	4510	\$ 6,487.10	\$ 10,000.00	\$ 10,000.00	\$ 7,051.17	\$ 10,000.00	\$ 10,000.00
11-4510-329	STREET SIGNS	4510	\$ 726.90	\$ 4,000.00	\$ 4,000.00	\$ -	\$ 4,000.00	\$ 4,000.00
11-4510-352	EQUIP & REPAIRS	4510	\$ 4,547.50	\$ 5,000.00	\$ 5,000.00	\$ 714.36	\$ 5,000.00	\$ 5,000.00
11-4510-353	VEHICLE REPAIRS/PARTS	4510	\$ 3,952.23	\$ 5,000.00	\$ 5,000.00	\$ 1,858.09	\$ 5,000.00	\$ 5,000.00
11-4510-358	STREET REPAIRS	4510	\$ 37,408.20	\$ 54,197.00	\$ 54,197.00	\$ -	\$ 55,000.00	\$ 55,000.00
11-4510-359	RIGHT-OF-WAY MAINT	4510	\$ 238.13	\$ 1,000.00	\$ 1,000.00	\$ 240.00	\$ 500.00	\$ 1,000.00
11-4510-540	EQUIPMENT	4510	\$ 73,634.00	\$ 31,812.00	\$ 31,812.00	\$ 28,487.36	\$ 30,000.00	\$ -
11-4510-XXX	CONTINGENCY	4510	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,500.00
4510 Total			\$ 147,807.32	\$ 135,509.00	\$ 135,509.00	\$ 42,741.83	\$ 132,700.00	\$ 135,000.00

This department accounts for expenditures on municipal streets that are eligible for Powell Bill funding use. The monies are generated from the State's gas tax and the Town is required to use this funding to maintain or improve Town-owned streets within the municipal borders.

Account No.	Account Description	Dept #	Prior Fiscal Year Actual	Beginning budget	Amended Budget	Expenditure as of 12/31/2014	Anticipated FY Expenditure	Dept. Requested Budget FY 15-16
SUNSET AT SUNSET FUND								
20-4920-194	PROFESSIONAL SERVICES	4920	\$ 13,267.50	\$ 3,653.00	\$ 3,653.00	\$ 8,283.00	\$ 8,283.00	\$ 11,000.00
20-4920-266	SUPPLIES	4920	\$ -	\$ 4,000.00	\$ 4,000.00	\$ 2,811.63	\$ 2,811.63	\$ 4,000.00
20-4920-391	ADVERTISING	4920	\$ 2,255.00	\$ 2,255.00	\$ 2,255.00	\$ 5,860.00	\$ 5,860.00	\$ 2,500.00
20-4920-440	CONTRACTS	4920	\$ 450.00	\$ 1,800.00	\$ 1,800.00	\$ 1,350.00	\$ 1,350.00	\$ 2,000.00
20-4920-499	MISC. EXPENSES	4920	\$ 2,912.26	\$ 726.00	\$ 726.00	\$ 500.00	\$ 500.00	\$ 500.00
		4920 Total	\$ 18,884.76	\$ 12,434.00	\$ 12,434.00	\$ 18,804.63	\$ 18,804.63	\$ 20,000.00

The Sunset at Sunset Fund accounts for expenditures associated with the Town's annual festival.

Account No.	Account Description	Dept #	Prior Fiscal Year Actual	Beginning budget	Amended Budget	Expenditure as of 12/31/2014	Anticipated FY Expenditure	Dept. Requested Budget FY 15-16
FUTURE DEVELOPMENT FUND								
23-9840-983	TRANSFER TO GF	9840	\$ 1,024,300.69	\$ -	\$ -	\$ (117,300.69)	\$ (117,300.69)	\$ -
		9840 Total	\$ 1,024,300.69	\$ -	\$ -	\$ (117,300.69)	\$ (117,300.69)	\$ -
The Town has this Capital Reserve Fund in which it has placed reserve funds and designated them for Future Development use.								
FUTURE STREET PAVING FUND								
26-9840-983	TRANSFER TO	9840		\$ -	\$ -	\$ -	\$ -	\$ 325,000.00
		9840 Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325,000.00
The Town has this Capital Reserve Fund in which it has placed reserve funds and designated them for Future Street Paving use.								
BIKE/WALKWAY PATH FUND								
28-9840-983	TRANSFER TO	9840	\$ 240,000.00	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
		9840 Total	\$ 240,000.00	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
The Town has this Capital Reserve Fund in which it has placed reserve funds and designated them for Bike and Walkway Path use.								
LAW SEPARATION FUND								
70-4310-121	RET. ALLOWANCE SALARY&WAGES	4310	\$ 47,485.56	\$ -	\$ -	\$ 23,419.50	\$ 46,839.00	\$ 50,000.00
70-4310-181	SOCIAL SECURITY MATCH	4310	\$ 3,598.15	\$ -	\$ -	\$ 1,791.60	\$ 3,583.20	\$ 3,825.00
		4310 Total	\$ 51,083.71	\$ -	\$ -	\$ 25,211.10	\$ 50,422.20	\$ 53,825.00
The Town is required by state law to provide a Law Separation Allowance to eligible police retirees. This pension fund is held as an Agency Fund and is being funded at the required annual contribution amount based upon the most recent actuarial study.								

Account No.	Account Description	Dept #	Prior Fiscal Year Actual	Beginning budget	Amended Budget	Expenditure as of 12/31/2014	Anticipated FY Expenditure	Dept. Requested Budget FY 15-16
ACCOMMODATIONS TAX FUND								
TOURISM-RELATED ACTIVITIES								
	<i>PUBLIC SAFETY EXPENDITURES REIMBURSEMENT TO GF</i>			\$ -	\$ -			\$ 437,120.00
21-XXXX-121	BEACH PATROL SALARIES	4920	\$ 32,438.64	\$ 27,368.00	\$ 27,368.00	\$ 18,165.33	\$ 36,330.66	\$ 37,420.00
21-XXXX-181	FICA	4920	\$ 2,481.62	\$ 2,093.00	\$ 2,093.00	\$ 1,389.73	\$ 2,779.46	\$ 2,863.00
21-XXXX-186	WORKERS COMP INSURANCE	4920	\$ 8,925.67	\$ 10,127.00	\$ 10,127.00	\$ 964.98	\$ 1,929.96	\$ 2,000.00
21-XXXX-243	GARBAGE BARRELS	4920	\$ 626.72	\$ 300.00	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
21-XXXX-244	STRAND GARBAGE COLLECTION	4920	\$ 11,012.27	\$ 8,500.00	\$ 8,500.00	\$ 3,481.49	\$ 7,500.00	\$ 7,500.00
21-XXXX-251	GAS & OIL	4920	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00
21-XXXX-266	DEPARTMENT SUPPLIES	4920	\$ 20,843.26	\$ 13,880.00	\$ 13,880.00	\$ 4,313.81	\$ 10,000.00	\$ 13,500.00
21-XXXX-299	MISC EXPENSE	4920	\$ 10,093.72	\$ 500.00	\$ 500.00	\$ -	\$ 500.00	\$ 500.00
21-XXXX-322	CELL PHONES	4920	\$ 774.32	\$ 800.00	\$ 800.00	\$ 689.94	\$ 1,200.00	\$ -
21-XXXX-329	ORDINANCE SIGNS	4920	\$ 3,258.75	\$ 8,500.00	\$ 8,500.00	\$ 65.00	\$ 8,500.00	\$ 3,500.00
21-XXXX-331	RESTROOM ELECTRIC	4920	\$ 5,090.60	\$ 5,000.00	\$ 5,000.00	\$ 2,079.12	\$ 5,000.00	\$ 5,000.00
21-XXXX-352	EQUIPMENT REPAIR	4920	\$ 165.58	\$ 1,000.00	\$ 1,000.00	\$ 4.44	\$ 1,000.00	\$ 1,000.00
21-XXXX-392	UNIFORMS	4920	\$ 359.40	\$ 400.00	\$ 400.00	\$ -	\$ 400.00	\$ 400.00
21-XXXX-401	RECYCLE	4920	\$ -	\$ -	\$ -	\$ 429.25	\$ 1,000.00	\$ 500.00
21-XXXX-420	RESTROOMS	4920	\$ 8,815.44	\$ 12,100.00	\$ 12,100.00	\$ 4,654.69	\$ 11,000.00	\$ 13,000.00
21-XXXX-495	BIRD WALK	4920	\$ 3,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00
21-XXXX-497	CONCERT SERIES	4920	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -
21-XXXX-499	SUNSET BEACH MERCHANTS ASSOCIATION	4920	\$ 50,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ -
21-XXXX-590	OTHER STRUCTURES, IMPROVEMENTS	4920	\$ 1,700.00	\$ 60,000.00	\$ 60,000.00	\$ -	\$ 20,000.00	\$ -
21-XXXX-591	GROUNDS IMPROVEMENTS - TOURISM RELA	4920	\$ -	\$ -	\$ -	\$ 1,768.75	\$ 1,800.00	\$ -
21-XXXX-697	OLD BRIDGE PRESERVATION	4920	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
21-XXXX-698	INGRAM PLANETARIUM	4920	\$ 8,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ -
21-XXXX-699	CHAMBER OF COMMERCE	4920	\$ 3,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
21-XXXX-697	CONSORTIUM LOCAL MATCH (NCBIWA)	5160	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
21-XXXX-XXX	CONTINGENCY	<i>NEW</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,397.00
TOTAL			\$ 178,085.99	\$ 207,068.00	\$ 207,068.00	\$ 87,506.53	\$ 165,740.08	\$ 567,000.00

The Accommodations Tax Fund has been created to provide clearer accountability for the proceeds received and expended from the 3% Accommodations Tax. These monies are designated for the Town's Tourism-Related Activities (as defined by the enabling act).

BEACH EROSION FUND

BEACH NOURISHMENT & PROTECTION ACTIVITIES

22-XXXX-301	PERMIT FEES	4730	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00
22-XXXX-350	BULKHEAD REPAIRS	4730	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
22-XXXX-240	CONSTRUCTION / REPAIR OF BEACH ACCESS	4920	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000.00
22-XXXX-194	PROFESSIONAL SERVICES - ENGINEERING	4920	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
21-XXXX-496	JINX CREEK DREDGE/PIER	4920	\$ 18,837.02					\$ -
22-XXXX-XXX	CONTINGENCY	<i>NEW</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 256,000.00
TOTAL								\$ 378,000.00

The Beach Erosion Fund accounts for expenditures associated with the beach including: Beach Nourishment, Beach Access and Hurricane Protection. The revenues for this fund are generated from the Town's 2% Accommodations Tax.

Account No.	Account Description	Dept #	Prior Fiscal Year Actual	Beginning budget	Amended Budget	Expenditure as of 12/31/2014	Anticipated FY Expenditure	Dept. Requested Budget FY 15-16
	Grand Total		\$ 7,076,146.00	\$6,013,430.00	\$6,013,430.00	\$ 3,050,216.31	\$5,605,808.22	\$ 7,363,488.00
						<i>Less Interfund Transfers</i>		\$ 865,945.00
						<i>Less Funds Held for Contingencies</i>		\$ 523,144.00
						TOTAL PROPOSED EXPENDITURES		<u>\$ 5,974,399.00</u>