

Governing Body – Overview, Goals, and Objectives

Overview

Governing Body manages all expenditures related to Nags Head's Board of Commissioners, which is comprised of four commissioners elected to staggered four-year terms and a mayor elected by popular vote to a four-year term.

The Board of Commissioners is responsible for establishing policy, initiating legislation, and providing for the general welfare of Nags Head's residents and visitors. The Board meets the first Wednesday of each month and holds an additional mid-month recessed session on the third Wednesday of the month, as necessary.

During an existing or potential state of emergency, the mayor is empowered under G.S.166A-19.31 to issue state of emergency proclamations to more effectively protect the lives and property of people within the town.

In addition, the mayor is also a member of the Dare County Control Group, which consists of the Chairman of the Dare County Board of Commissioners, the six municipal mayors, the superintendent of the Cape Hatteras National Seashore, and the Dare County sheriff. The Control Group provides direction and control during multi-jurisdictional emergencies and disasters such as hurricanes.

Goals

- Provide for a transparent government (BOC Value 6)
- Assume fiscal responsibility for the Town's government (BOC Value 2)
- Provide opportunities for the business community and general public to express viewpoints and to be involved in the decision-making process (BOC Value 6)
- Provide for quick, thorough dissemination of information during an emergency/crisis; emphasize importance of, and set precedent for, a high standard of customer service (BOC Value 4)
- Utilize a paperless method of information dissemination whenever possible for a cleaner, greener environment (BOC Value 1)

Objectives and Related Performance Indicators

- **Objective** - Meet with town manager on a consistent basis to verify staff is moving toward obtaining their department's goals and objectives
Performance Indicator - Departments are within budget calculations
- **Objective** - Increase online accessibility of Town data; minimize creation of new Board policies and review existing policies
Performance Indicator - Town Policy Book is updated and reduced in size and available online.
- **Objective** - Creation of ad-hoc committees on Town projects, whenever possible, for citizen participation
Performance Indicator - Ample number of volunteer resumes are on file to fill Town Boards/Committees

Governing Body – Budget Highlights

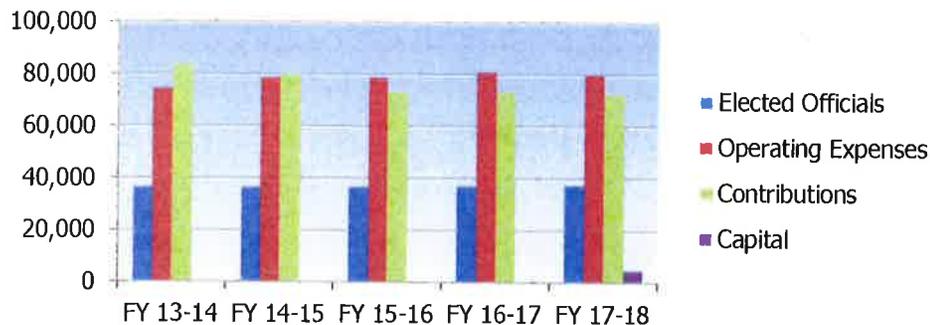
Highlights

- Funds are included for the Government Access cable TV channel and for broadcasting Board of Commissioners meetings.
- Contributions reflect \$10,000 for environmental education/ programming in Nags Head Woods, in partnership with The Nature Conservancy.
- Funds in the amount of \$25,000 are included for a 4th of July fireworks display. Grant funds of \$10,000 from the Outer Banks Visitors Bureau are included to assist with the costs associated with the display.
- Funding of \$5,000 is included for promotion of arts and culture in the town.
- The Town is closing on a beach renourishment project, with an estimated cost of \$25,564,711 in Fiscal Year 2017-2018. Funding includes a \$9,573,356 up-front Dare County contribution and a \$4,400,000 up-front contribution from the Town's Beach Nourishment Capital Reserve Fund. The Town will finance \$11,573,335, with the first debt payment of \$2,661,872 scheduled for Fiscal Year 2018-2019. Additional annual pay- as- you- go projects will be funded from the Beach Nourishment Capital Reserve Fund, including a 30 year beach study at \$750,000, annual project monitoring at \$100,000/year and sandfencing and sprigging at \$50,000/year.

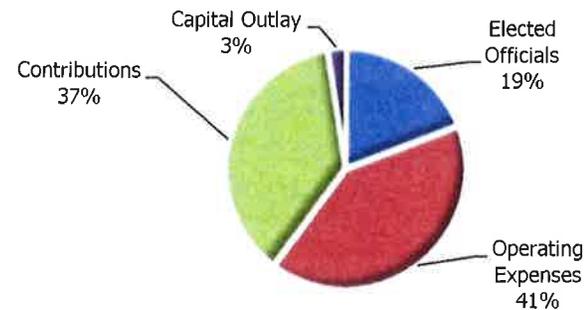
Expenditures by Function

		FY 2016-2017		FY 2017-2018		Percent
		<u>Adopted</u>		<u>Adopted</u>		<u>Change</u>
Elected Officials	\$	37,237	\$	37,531		0.79%
Operating Expenses	\$	81,057	\$	80,002		-1.30%
Contributions	\$	73,650	\$	72,850		-1.09%
Capital Outlay	\$	0		5,000		100.0%
Total	\$	191,944	\$	195,383		1.79%

Fiscal Year 2017-2018 Adopted Expenditures and Expenditure History



Fiscal Year 2017-2018 Adopted Expenditures by Function



**Town of Nags Head
Adopted Budget
For the Fiscal Year 2017-2018**

Department: *Governing Body*

Account Description	Manager's Recommended 2017-2018	Adopted Budget 2017-2018	Financial Plan 2018-2019	Adopted Budget 2016-2017	Adjusted Budget 2016-2017	Estimated Actual Expenditures 2016-2017	Actual Expenditures 2015-2016	Actual Expenditures 2014-2015
ADMINISTRATIVE								
FEES PAID - ELECTED OFFICIALS	\$ 34,864	\$ 34,864	\$ 34,864	\$ 34,591	\$ 34,591	\$ 34,591	\$ 34,114	\$ 34,114
FICA TAX	2,667	2,667	2,667	2,646	2,646	2,646	2,610	2,610
EMPLOYEE INCENTIVE PROGRAM	-	-	-	-	-	-	250	250
Subtotal Administrative	\$ 37,531	\$ 37,531	\$ 37,531	\$ 37,237	\$ 37,237	\$ 37,237	\$ 36,974	\$ 36,974
OPERATIONS								
TRAINING	\$ 6,470	\$ 6,470	\$ 6,470	\$ 10,600	\$ 10,600	\$ 4,271	\$ 7,282	\$ 8,895
BUILDING/EQUIPMENT RENTAL	50	50	50	50	50	21	17	184
POSTAGE	25	25	25	25	25	25	-	-
PRINTING	2,000	2,000	5,000	2,000	2,000	2,000	3,032	2,500
DEPARTMENT SUPPLIES	3,950	3,950	3,950	4,550	4,576	4,056	4,559	3,374
OTHER SUPPLIES - COMPUTER	-	-	-	-	-	-	-	1,426
CONTRACTED SERVICES	59,000	59,000	54,700	52,000	52,000	52,000	45,475	42,030
SPECIAL EVENTS	2,200	2,200	2,200	2,200	2,200	347	856	1,191
DUES AND SUBSCRIPTIONS	9,707	9,707	9,707	10,432	10,432	10,432	7,906	6,959
CONTRIBUTION OB CHAMBER	-	-	-	-	-	-	700	700
CONTRIBUTION GOVT ACCESS CHANN	59,000	59,000	59,000	59,000	59,000	59,000	57,142	59,452
CONTRIBUTION - NATURE CONSERV	-	-	-	-	-	-	10,000	10,000
CONTRIBUTIONS MISCELLANEOUS	10,450	10,450	10,450	13,850	13,850	13,850	3,850	3,600
GAC GRANT	-	-	-	-	-	-	-	2,026
Subtotal Operations	\$ 152,852	\$ 152,852	\$ 151,552	\$ 154,707	\$ 154,733	\$ 146,002	\$ 140,817	\$ 142,336
COST REIMBURSEMENT								
COST REIMBURSEMENT	\$ -	\$ -	\$ -	\$ -	\$ (13,922)	\$ (13,922)	\$ (13,175)	\$ (13,607)
CAPITAL OUTLAY								
CAPITAL OUTLAY ART ACQUISITION	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY OTHER	-	-	-	-	-	-	-	2,767
CAPITAL OUTLAY EQUIPMENT	-	-	-	-	-	-	-	6,766
Subtotal Capital Outlay	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 9,533
Totals	\$ 195,383	\$ 195,383	\$ 194,083	\$ 191,944	\$ 178,048	\$ 169,317	\$ 164,616	\$ 175,235

**Town of Nags Head
 Adopted Budget
 For the Fiscal Year 2017-2018**

Governing Body

Description of Capital Items	Manager's Recommended 2017 - 2018	Adopted Budget 2017-2018	Financial Plan 2018 - 2019
<i>Capital Outlay Art Acquisition</i>			
1. Art Acquisition	\$ 5,000	\$ 5,000	\$ 5,000
<i>Total Capital Outlay Art Acquisition</i>	\$ 5,000	\$ 5,000	\$ 5,000

Special Obligation Bond – Budget Highlights

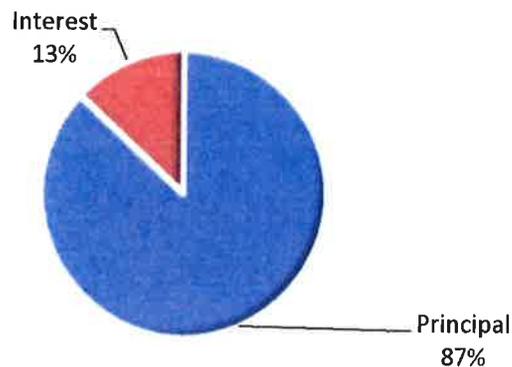
Highlights

- A special obligation bond of \$11,573,355 at 3% interest is proposed to be repaid over five years beginning in Fiscal Year 2018-19, with principal and interest payments due annually for the Town's beach re-nourishment project. The bond represents 45% of the total estimated project cost of \$25,546,711, with Dare County providing a \$9,573,356 up front payment and a \$4,400,000 up front payment from the Town's Beach Nourishment Capital Reserve Fund Balance. Additionally, Dare County will provide five yearly installments of \$600,000 towards Beach Nourishment debt payment. Remaining debt payments will come from Municipal Service District (MSD) tax revenue, sales tax revenue received resulting from the MSD levy, and Town Wide Beach Nourishment tax revenue.

Expenditures by Function

		FY 2018-2019 Financial Plan
Principal	\$	2,314,671
Interest	\$	347,201
Total	\$	2,661,872

Financial Plan Fiscal Year 2018-2019 Principal and Interest History



**Town of Nags Head
 Adopted Budget
 For the Fiscal Year 2017-2018**

Department: *Special Obligation Bond Debt*

Account Description	Manager's Recommended 2017-2018	Adopted Budget 2017-2018	Financial Plan 2018-2019	Adopted Budget 2016-2017	Adjusted Budget 2016-2017	Estimated Actual Expenditures 2016-2017	Actual Expenditures 2015-2016	Actual Expenditures 2014-2015
<i>CAPITAL OUTLAY</i>								
L/P PRINCIPAL	\$ -	\$ -	\$ 2,314,671	\$ -	\$ -	\$ -	\$ 3,600,000	\$ 3,600,000
L/P INTEREST	-	-	347,201	-	-	-	88,040	176,948
TOTAL	\$ -	\$ -	\$ 2,661,872	\$ -	\$ -	\$ -	\$ 3,688,040	\$ 3,776,948

**Town of Nags Head
 Adopted Budget
 For the Fiscal Year 2017-2018**

Special Obligation Bond Debt

Description of Capital Items	Manager's Recommended 2017-2018	Adopted Budget 2017-2018	Financial Plan 2018-2019
<i>Beach Renourishment</i>			
1. Dare County Contribution	\$ 9,573,356	\$ 9,573,356	\$ 600,000
2. Nags Head Beach Nourishment Capital Reserve Contribution	4,400,000	4,400,000	-
<i>Total Beach Renourishment</i>	\$ 13,973,356	\$ 13,973,356	\$ 600,000
<i>Special Obligation Bond Debt</i>			
1. Beach Renourishment \$11,573,355 Issuance	\$ -	\$ -	\$ 2,661,872
<i>Total Special Obligation Bond Debt</i>	\$ -	\$ -	\$ 2,661,872