

Governing Body – Overview, Goals, and Objectives

Overview

The Governing Body Department manages all expenditures related to the Nags Head Board of Commissioners. The Board is comprised of four commissioners elected to staggered four-year terms and a mayor elected by popular vote for a four-year term.

The Board of Commissioners is responsible for establishing Town 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 Dare County Chairman of the 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 opportunity for business community and general public to express viewpoints and to be involved in the decision-making process (BOC Value 6)
- Provide for quick dissemination of information during an emergency/crisis, emphasize importance of and set precedent for high standard of customer service (BOC Value 4)
- Verify paperless whenever possible for a cleaner, greener environment (BOC Value 1)

Objectives and Related Performance Indicators

- **Objective** - Yearly review of contributions to community organizations to ensure fiscal responsibility
Performance Indicator - Funds are available to provide as contributions to community organizations
- **Objective** - Meet with town manager on a consistent basis to verify staff is moving toward meeting departments' 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

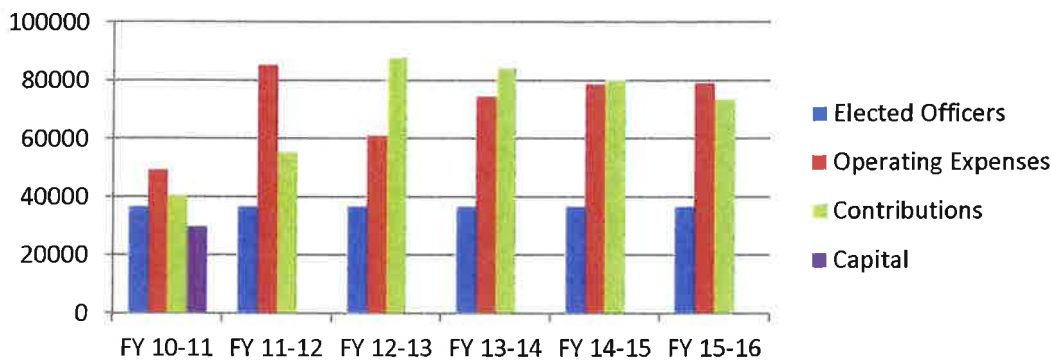
Highlights

- 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 and various smaller donations.
- Funds in the amount of \$20,000 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.

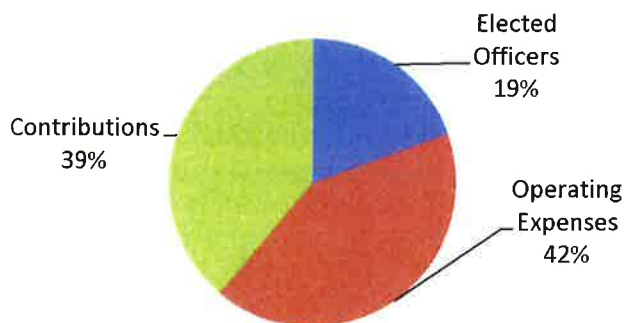
Expenditures by Function

		FY 2014-2015 <u>Adopted</u>	FY 2015-2016 <u>Recommended</u>	Percent <u>Change</u>
Elected Officers	\$	36,722	\$ 36,722	0.00%
Operating Expenses	\$	78,815	\$ 79,230	0.53%
Contributions	\$	80,440	\$ 73,650	-8.44%
Total	\$	195,977	\$ 189,602	-3.25%

Adopted Expenditure History/Recommended Expenditures for FY 15-16



Recommended Fiscal Year 2015-2016 Expenditures by Function



Range of Expend Accounts: 10-410-0-0000-00 to 10-999-9-9999-99
For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

Description	2011	2012	2013	2014	***** 2015 *****	***** 2016 *****	***** 2016 *****	***** 2016 *****	***** 2016 *****	***** 2016 *****	%PY
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Estimated Full Year Actual	Requested	Admin. Recmnd	Budgeted		
GOVERNING BODY											
10-410-1-0000-00											
FEES PAID - ELECTED OFFICIALS											
10-410-1-5101-00	0.00	34,112.00	34,114.00	34,114.00	34,112.00		34,112.00	34,112.00			0.00
	0.00	34,113.72	34,113.72	34,113.72	31,270.91	0.00					
FICA TAX											
10-410-1-5206-00	0.00	2,608.00	2,610.00	2,610.00	2,610.00		2,610.00	2,610.00			0.00
	0.00	2,610.00	2,610.00	2,631.54	2,392.50	0.00					
RETIRES GROUP HEALTH INSUR											
10-410-1-5207-01	0.00	0.00	0.00	0.00	0.00						0.00
	0.00	0.00	0.00	0.00	0.00	0.00					
RETIREMENT											
10-410-1-5208-00	0.00	0.00	0.00	0.00	0.00						0.00
	0.00	0.00	0.00	0.00	0.00	0.00					
401 K											
10-410-1-5210-00	0.00	0.00	0.00	0.00	0.00						0.00
	0.00	0.00	0.00	0.00	0.00	0.00					
EMPLOYEE INCENTIVE PROGRAM											
10-410-1-5215-00	0.00	500.00	0.00	200.00	250.00		250.00	250.00			0.00
	0.00	250.00	250.00	281.54	250.00	0.00					
STORM DAMAGES/REPAIRS/COSTS											
10-410-1-5319-99	0.00	0.00	0.00	0.00	0.00						0.00
	0.00	0.00	0.00	0.00	0.00	0.00					
TRAINING											
10-410-1-5320-00	0.00	2,100.00	800.00	3,200.00	4,500.00		3,400.00	3,400.00			0.00
	0.00	1,430.00	370.00	2,995.00	2,983.50	0.00					
COMPUTER TRAINING											
10-410-1-5320-01	0.00	0.00	0.00	0.00	0.00						0.00
	0.00	0.00	0.00	0.00	0.00	0.00					
BUILDING/EQUIPMENT RENTAL											

Description Budget Account Number	2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	2014 Approp Actual	***** 2015 ***** Approp Actual	***** Estimated Full Year	***** 2016 ***** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 10-410-1-0000-00	GOVERNING BODY									
10-410-1-5321-00	0.00 0.00	246.00 184.42	350.00 179.38	200.00 178.61	200.00 181.26	0.00				0.00
TELEPHONE										
10-410-1-5322-00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00				0.00
TRAVEL										
10-410-1-5324-00	0.00 0.00	3,900.00 3,585.84	2,400.00 1,504.92	5,750.00 5,767.47	9,700.00 5,769.88	0.00	5,800.00	5,800.00		0.00
POSTAGE										
10-410-1-5325-00	0.00 0.00	0.00 0.00	25.00 0.00	25.00 0.00	25.00 0.00	0.00	25.00	25.00		0.00
ADVERTISING										
10-410-1-5326-00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00				0.00
PRINTING										
10-410-1-5327-00	0.00 0.00	2,410.00 2,208.70	3,000.00 2,176.47	2,265.00 1,080.46	3,000.00 2,144.75	0.00	3,265.00	3,265.00		0.00
DEPARTMENT SUPPLIES										
10-410-1-5433-00	0.00 0.00	4,100.00 3,896.68	8,760.00 9,359.96	4,750.00 4,696.85	2,000.83 2,324.37	0.00	3,650.00	3,650.00		0.00
OTHER SUPPLIES										
10-410-1-5434-00	0.00 0.00	0.00 0.00	0.00 3.96	0.00 0.00	0.00 0.00	0.00				0.00
OTHER SUPPLIES - COMPUTER										
10-410-1-5434-05	0.00 5,948.92	0.08 0.00	0.00 0.00	0.00 0.00	1,426.00 1,425.94	0.00				0.00
MAINT/REPAIR COMPUTER EQUIP.										
10-410-1-5436-01	0.00 0.00	0.00 0.00	0.00 0.00	200.00 0.00	200.00 0.00	0.00	200.00	200.00		0.00
PROFESSIONAL FEES										
10-410-1-5440-00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00				0.00

CONTRACTED SERVICES
5

Description Budget Account Number	2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	2014 Approp Actual	***** 2015 ***** Approp Actual	***** Estimated Full Year	***** 2016 ***** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 10-410-1-0000-00 GOVERNING BODY										
10-410-1-5445-00	0.00 0.00	47,150.00 46,642.30	39,000.00 39,138.80	49,900.00 46,756.58	54,700.00 42,165.06		54,600.00	54,600.00		0.00
CONTRACT SERVICES THANKSGIVING										
10-410-1-5445-01	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00					0.00
CONT.SERVICES EROSION ABATEMEN										
10-410-1-5445-02	0.00 0.00	15,000.00 10,100.00	0.00 0.00	0.00 0.00	0.00 0.00					0.00
SPECIAL EVENTS										
10-410-1-5453-00	0.00 527.00	7,400.00 6,943.54	850.00 788.54	900.00 587.27	1,000.00 588.80		600.00	600.00		0.00
DUES AND SUBSCRIPTIONS										
10-410-1-5553-00	0.00 0.00	6,775.00 6,271.67	5,750.00 5,739.93	8,940.00 8,234.42	7,440.00 6,958.75		7,440.00	7,440.00		0.00
CONTRIBUTION OB CHAMBER										
10-410-1-5590-00	0.00 0.00	0.00 0.00	750.00 714.00	800.00 699.72	800.00 699.72		800.00	800.00		0.00
CONTRIBUTION OB HISTORY CENTER										
10-410-1-5590-01	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00					0.00
CONTRIBUTION JENNETTE										
10-410-1-5590-02	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00					0.00
CONTRIBUTION YMCA										
10-410-1-5590-03	0.00 0.00	4,000.00 4,000.00	4,000.00 4,000.00	4,000.00 4,000.00	0.00 0.00					0.00
CONTRIBUTION ICARUS										
10-410-1-5590-04	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00					0.00
CONTRIBUTION GOVT ACCESS CHANN										
10-410-1-5590-05	0.00 0.00	66,022.00 67,155.14	66,040.00 64,672.35	66,040.00 64,568.45	66,040.00 45,267.11		59,000.00	59,000.00		0.00
CONTRIBUTION - NATURE CONSERV										

Description Budget Account Number	2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	2014 Approp Actual	***** 2015 ***** Approp Actual	***** Estimated Full Year	***** 2016 ***** Requested	***** Admin. Recmnd	***** Budgeted	%PY
CLASS: 10-410-1-0000-00	GOVERNING BODY									
10-410-1-5591-00	0.00 0.00	10,400.00 10,400.00	35,000.00 21,000.00	10,000.00 10,000.00	10,000.00 10,000.00		10,000.00	10,000.00		0.00
CONTRIBUTION - NC AQUARIUM										
10-410-1-5591-01	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00				0.00
CONTRIBUTION - JOCKEY										
10-410-1-5591-02	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00				0.00
CONTRIBUTION FIRST FLIGHT SOC										
10-410-1-5592-00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00				0.00
CONTRIBUTION OB COM DEV CORP										
10-410-1-5592-01	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00				0.00
CONTRIBUTIONS MISCELLANEOUS										
10-410-1-5593-00	0.00 0.00	6,100.00 6,100.00	7,100.00 6,850.00	4,100.00 3,700.00	3,600.00 3,600.00	0.00	3,850.00	3,850.00		0.00
CONTRIBUTION UMC/CSI										
10-410-1-5594-00	0.00 0.00	5,861.00 0.00	0.00 5,860.80	0.00 0.00	0.00 0.00	0.00				0.00
COST REIMBURSEMENT										
10-410-1-5699-00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 13,607.00-	0.00				0.00
ART ACQUISITION										
10-410-1-5770-00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00				0.00
CAPITAL OUTLAY OTHER										
10-410-1-5773-00	0.00 0.00	0.00 0.00	0.00 0.00	28,559.00 25,325.42	0.00 2,766.82	0.00				0.00
CAPITAL OUTLAY EQUIPMENT										
10-410-1-5774-00	0.00 0.00	11,018.00 10,865.20	20,500.00 20,156.73	0.00 0.00	6,016.00 6,015.83	0.00				0.00
CAPITAL OUTLAY BUDGETARY										

Description Budget Account Number	2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	2014 Approp Actual	***** 2015 ***** Approp Actual	***** Estimated Full Year	***** 2016 ***** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 10-410-1-0000-00 GOVERNING BODY										
10-410-1-5774-33	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00				0.00
L/P PRINCIPAL										
10-410-1-5781-00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00				0.00
L/P INTEREST										
10-410-1-5782-00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00				0.00
Control Total	0.00 6,475.92	229,702.08 216,757.21	231,049.00 219,489.56	226,553.00 215,617.05	207,619.83 153,198.20	0.00	189,602.00	189,602.00	0.00	0.00

Special Obligation Bond – Budget Highlights

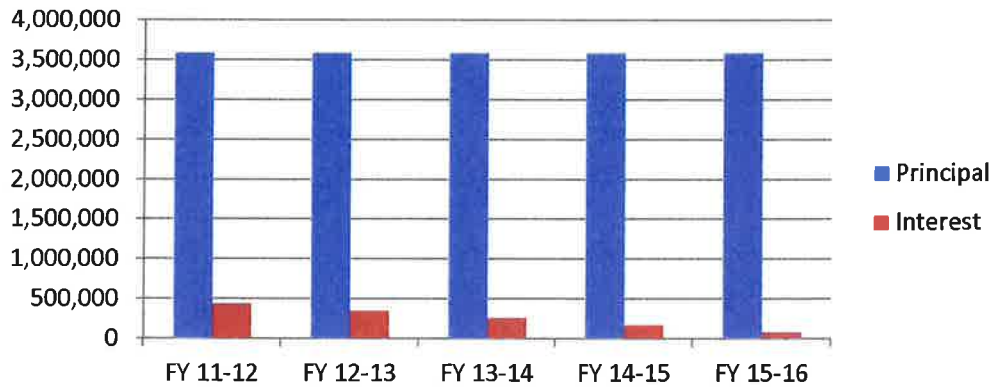
Highlights

- Eighteen million dollars in special obligations bonds were issued in Fiscal Year 2011-2012 for the Town's initial beach nourishment project, which took place from May – October 2011. The bonds are being repaid over five years (this budget is year five of the repayment) with principal payments due annually in April of each year and interest due semiannually in October and April.

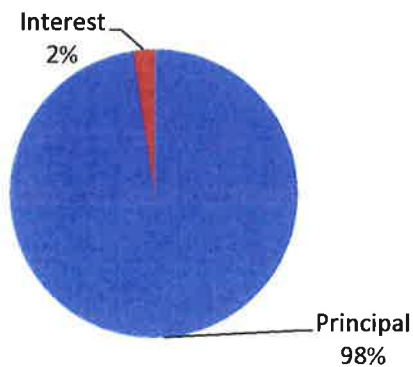
Expenditures by Function

		FY 2014-2015 <u>Adopted</u>	FY 2015-2016 <u>Recommended</u>	Percent <u>Change</u>
Principal	\$	3,600,000	\$ 3,600,000	0.00%
Interest	\$	178,560	\$ 89,280	-50.00%
Total	\$	3,778,560	\$ 3,689,280	-2.36%

Adopted Expenditure History//Recommended Principal and Interest for FY 15-16



Recommended Fiscal Year 2015-2016 Expenditures by Function



Description	2011	2012	2013	2014	***** 2015 *****	***** 2016 *****	***** 2016 *****	***** 2016 *****	***** 2016 *****	***** 2016 *****
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Estimated Full Year	Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 10-416-1-0000-00	SPECIAL OBLIGATION BOND DEBT									
SPECIAL OBLIGATION BOND DEBT										
10-416-1-0000-00										
L/P PRINCIPAL										
10-416-1-5781-00	0.00	3,600,000.00	3,600,000.00	3,600,000.00	3,600,000.00		3,600,000.00	3,600,000.00		0.00
	0.00	3,600,000.00	3,600,000.00	3,600,000.00	3,600,000.00	0.00				
L/P INTEREST										
10-416-1-5782-00	0.00	446,400.00	357,120.00	267,840.00	178,560.00		89,280.00	89,280.00		0.00
	0.00	446,399.48	356,624.00	267,096.00	176,948.00	0.00				
Control Total	0.00	4,046,400.00	3,957,120.00	3,867,840.00	3,778,560.00		3,689,280.00	3,689,280.00	0.00	0.00
	0.00	4,046,399.48	3,956,624.00	3,867,096.00	3,776,948.00	0.00				