

# ***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

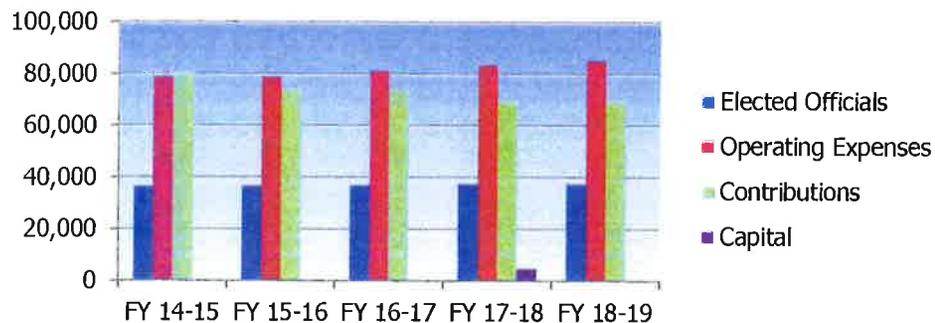
## Highlights

- 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 \$11,750 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's beach renourishment project has an estimated total cost of \$25,564,711. Funding includes a \$9,573,356 up-front Dare County contribution and a \$4,600,000 up-front contribution from the Town's Beach Nourishment Capital Reserve Fund. The Town will finance \$11,373,335, with the first debt payment of \$2,615,872 scheduled for Fiscal Year 2019-2020. 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.

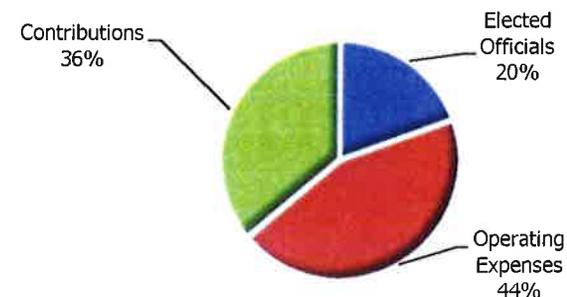
## Expenditures by Function

		<b>FY 2017-2018 Adopted</b>	<b>FY 2018-2019 Recommended</b>	<b>Percent Change</b>
<b>Elected Officials</b>	\$	37,531	\$ 37,531	0.00%
<b>Operating Expenses</b>	\$	83,402	\$ 85,107	2.04%
<b>Contributions</b>	\$	69,450	\$ 69,450	0.00%
<b>Capital Outlay</b>	\$	5,000	\$ -	-100.00%
<b>Total</b>	\$	195,383	\$ 192,088	-1.69%

## Fiscal Year 2018-2019 Recommended Expenditures and Adopted Expenditure History



## Fiscal Year 2018-2019 Recommended Expenditures by Function



**Town of Nags Head  
Recommended Budget  
For the Fiscal Year 2018-2019**

**Department:**

**Governing Body**

<b>Account Description</b>	<b>Departmental Requested 2018-2019</b>	<b>Manager's Recommended 2018-2019</b>	<b>Financial Plan 2018-2019</b>	<b>Adopted Budget 2017-2018</b>	<b>Adjusted Budget 2017-2018</b>	<b>Estimated Actual Expenditures 2017-2018</b>	<b>Actual Expenditures 2016-2017</b>	<b>Actual Expenditures 2015-2016</b>
<b>ADMINISTRATIVE</b>								
FEES PAID - ELECTED OFFICIALS	\$ 34,864	\$ 34,864	\$ 34,864	\$ 34,864	\$ 34,864	\$ 34,781	\$ 34,114	\$ 34,114
FICA TAX	2,667	2,667	2,667	2,667	2,667	2,661	2,610	2,610
EMPLOYEE INCENTIVE PROGRAM	-	-	-	-	-	-	-	250
<b>Subtotal Administrative</b>	<b>\$ 37,531</b>	<b>\$ 37,531</b>	<b>\$ 37,531</b>	<b>\$ 37,531</b>	<b>\$ 37,531</b>	<b>\$ 37,442</b>	<b>\$ 36,724</b>	<b>\$ 36,974</b>
<b>OPERATIONS</b>								
TRAINING	\$ 6,725	\$ 6,725	\$ 6,470	\$ 6,470	\$ 5,470	\$ 4,769	\$ 3,751	\$ 7,282
BUILDING/EQUIPMENT RENTAL	50	50	50	50	50	4	22	17
POSTAGE	25	25	25	25	25	-	-	-
PRINTING	5,000	5,000	5,000	2,000	2,000	2,000	1,787	3,032
DEPARTMENT SUPPLIES	3,950	3,950	3,950	3,950	5,450	5,387	3,985	4,559
OTHER SUPPLIES - COMPUTER	2,800	2,800	-	-	-	-	-	-
CONTRACTED SERVICES	54,700	54,700	54,700	59,000	59,000	59,000	40,358	45,475
SPECIAL EVENTS	2,200	2,200	2,200	2,200	2,200	2,000	308	856
DUES AND SUBSCRIPTIONS	9,657	9,657	9,707	9,707	9,707	9,707	8,873	7,906
CONTRIBUTION OB CHAMBER	-	-	-	-	-	-	-	700
CONTRIBUTION GOVT ACCESS CHANNEL	59,000	59,000	59,000	59,000	59,000	59,000	56,365	57,142
CONTRIBUTION - NATURE CONSERVANCY	-	-	-	-	-	-	-	10,000
CONTRIBUTIONS MISCELLANEOUS	10,450	10,450	10,450	10,450	10,450	10,450	14,000	3,850
<b>Subtotal Operations</b>	<b>\$ 154,557</b>	<b>\$ 154,557</b>	<b>\$ 151,552</b>	<b>\$ 152,852</b>	<b>\$ 153,352</b>	<b>\$ 152,317</b>	<b>\$ 129,449</b>	<b>\$ 140,817</b>
<b>COST REIMBURSEMENT</b>								
COST REIMBURSEMENT	\$ -	\$ -	\$ -	\$ -	\$ (16,386)	\$ (16,386)	\$ (13,922)	\$ (13,175)
<b>CAPITAL OUTLAY</b>								
CAPITAL OUTLAY ART ACQUISITION	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -
<b>Subtotal Capital Outlay</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Totals</b>	<b>\$ 197,088</b>	<b>\$ 192,088</b>	<b>\$ 194,083</b>	<b>\$ 195,383</b>	<b>\$ 174,497</b>	<b>\$ 173,373</b>	<b>\$ 152,251</b>	<b>\$ 164,616</b>

**Town of Nags Head  
Recommended Budget  
For the Fiscal Year 2018-2019**

**Governing Body**

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

# Special Obligation Bond – Budget Highlights

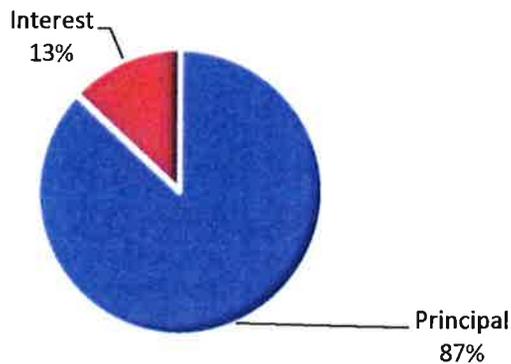
## Highlights

- A special obligation bond of \$11,373,355 at 3% interest is proposed to be repaid over five years beginning in Fiscal Year 2019-20, 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 \$25,564,711, with Dare County providing a \$9,573,356 up front payment and a \$4,600,000 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 the 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 the town-wide beach nourishment tax revenue.

## Expenditures by Function

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

## Financial Plan Fiscal Year 2018-2019 Principal and Interest History



**Town of Nags Head  
Recommended Budget  
For the Fiscal Year 2018-2019**

**Department:** *Special Obligation Bond Debt*

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

**Town of Nags Head  
Recommended Budget  
For the Fiscal Year 2018-2019**

**Special Obligation Bond Debt**

Description of Capital Items	Department Requested 2018-2019	Manager's Recommended 2018-2019	Financial Plan 2018-2019
<i>Beach Renourishment</i>			
1. Dare County Contribution	\$ -	\$ -	\$ 600,000
<b>Total Beach Renourishment</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 600,000</b>
<i>Special Obligation Bond Debt</i>			
1. Beach Renourishment \$11,373,355 Issuance	\$ -	\$ -	\$ 2,661,872
<b>Total Special Obligation Bond Debt</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,661,872</b>