

# POLICE

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## OVERVIEW

A full-service law enforcement agency, which proudly serves our community, Nags Head's Police Department is committed to creating a better quality of life through proactive policing, with an emphasis on community relations while placing its highest value on the preservation of human life, the protection of property, and service to humankind.

The Department is comprised of the following units: Command Staff, Administration, Patrol, Criminal Investigations, and Animal Control.

Command Staff provides overall leadership and direction for the agency including ensuring that hiring, training, discipline, and policy development are met. In addition, Command Staff confirms that the Department's community-oriented and problem-solving policy philosophy is followed and enhanced.

The Administrative Unit consists of the office manager and the office assistant. The Unit performs the administrative duties of the Police Department such as record keeping, computer operations, training coordination and budget preparation.

Patrol is comprised of sergeants and officers. Sergeants supervise the patrol officers on their shifts, as well as participate in patrol activities. Patrol officers are responsible for problem solving, proactive initiatives, preventative patrol, traffic enforcement and response to calls for service. This unit also includes two K-9's capable of drug detection and search/rescue, and the school resource officer assigned to Nags Head Elementary School.

The Criminal Investigation Unit consists of an investigative sergeant and three designated police officers who perform in-depth investigations of felony and serious misdemeanor crimes to build successful cases for prosecution. This unit also investigates violations of the state and federal Controlled Substance Act and prepares cases for prosecution in both state and federal courts.

Animal Control conducts an effective animal control, animal protection, and rabies mitigation program. The full-time animal control/law enforcement officer investigates animal bites, animals running at large, feral animal colonies, and nuisance animal problems. The Unit provides for the placement and monitoring of animal traps and the transport of animals taken into the custody to the Dare County Animal Shelter. In addition, Animal Control returns domestic animals to their rightful owner(s) and investigates animal-related complaints to ensure the public's safety.

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## GOALS

- Improve cooperative working associations with residents, visitors, and business owners through relationship building, teamwork, educational and innovative programs.
- Identify alternative funding sources for departmental programs and resources.
- Create an environment that reduces the fear of crime by promoting clean, safe, secure, and livable neighborhoods through proactive police activities
- Strive to increase the overall safety of our residents, visitors, and business owners.
- Continue to build a service-oriented department that recognizes the positive contributions of its employees.
- Partner with the community to solve problems and create solutions.
- Ensure that officers are trained in community-oriented policing and problem solving.
- Develop policies that enhance and support the Department's transparency and legitimacy.

## OBJECTIVES AND PERFORMANCE INDICATORS

### **Objective -Modernize existing programs while creating new ones to further our community policing philosophy.**

#### Performance Indicators -

- Explore methods for increasing participation in our Community Watch Program, while building on our successes with events such as Coffee with a Cop, National Night Out and our annual Easter Egg Hunt.
- Improve upon the Citizen's Police Academy by communicating our policing philosophy and offering a transparent look at police operations to help strengthen our community relationships.
- Explore opportunities to establish new programs for adults and children that promote our community policing philosophy and offer opportunities for our officers engage the community and break down barriers.
- Use our bicycle registration program to promote community policing atmosphere and assist in return of unclaimed bicycles.

### **Objective - Pursue grant and partnership opportunities using local, state, and federal resources to increase our service level to the community.**

#### Performance Indicators -

- Continue a close working relationship with the Governor's Crime Commission, while researching all grant opportunities that may increase our level of service.
- Include police personnel in determining department needs and what equipment may qualify for grant funding.

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- Continue the close working relationship with the Dare County Sheriff's Office in all areas including narcotics enforcement and criminal investigations to provide a higher level of service to our community.
- Build upon the new partnership with the Federal Agencies to further expand investigations to provide higher level of service.

## **Objective - Promote a safe and secure Town utilizing educational programs that enhance traffic and pedestrian safety.**

### Performance Indicators –

- Support our current pedestrian and bicycle safety programs at Nags Head Elementary while expanding avenues that further educate our citizens and visitors.
- Establish a "Safe Exchange Zone" to promote safety during the sale or purchase of items traded on the Internet.
- Continue to work closely with the North Carolina Department of Transportation to identify and improve conditions contributing to traffic accidents/pedestrian safety (i.e. successes in acquiring bike helmets and lights through a grant with North Carolina Department of Transportation).
- Continue to partner with other Town departments, the Outer Banks Bicycle and Pedestrian Safety Coalition, and the Safe Routes to School initiative to educate our residents and visitors on traffic and pedestrian safety (i.e. Bike and Walk to School Days).
- Engage our visiting international students through set programs or as officers one-on-one to educate them on our bike/pedestrian/ and traffic laws.

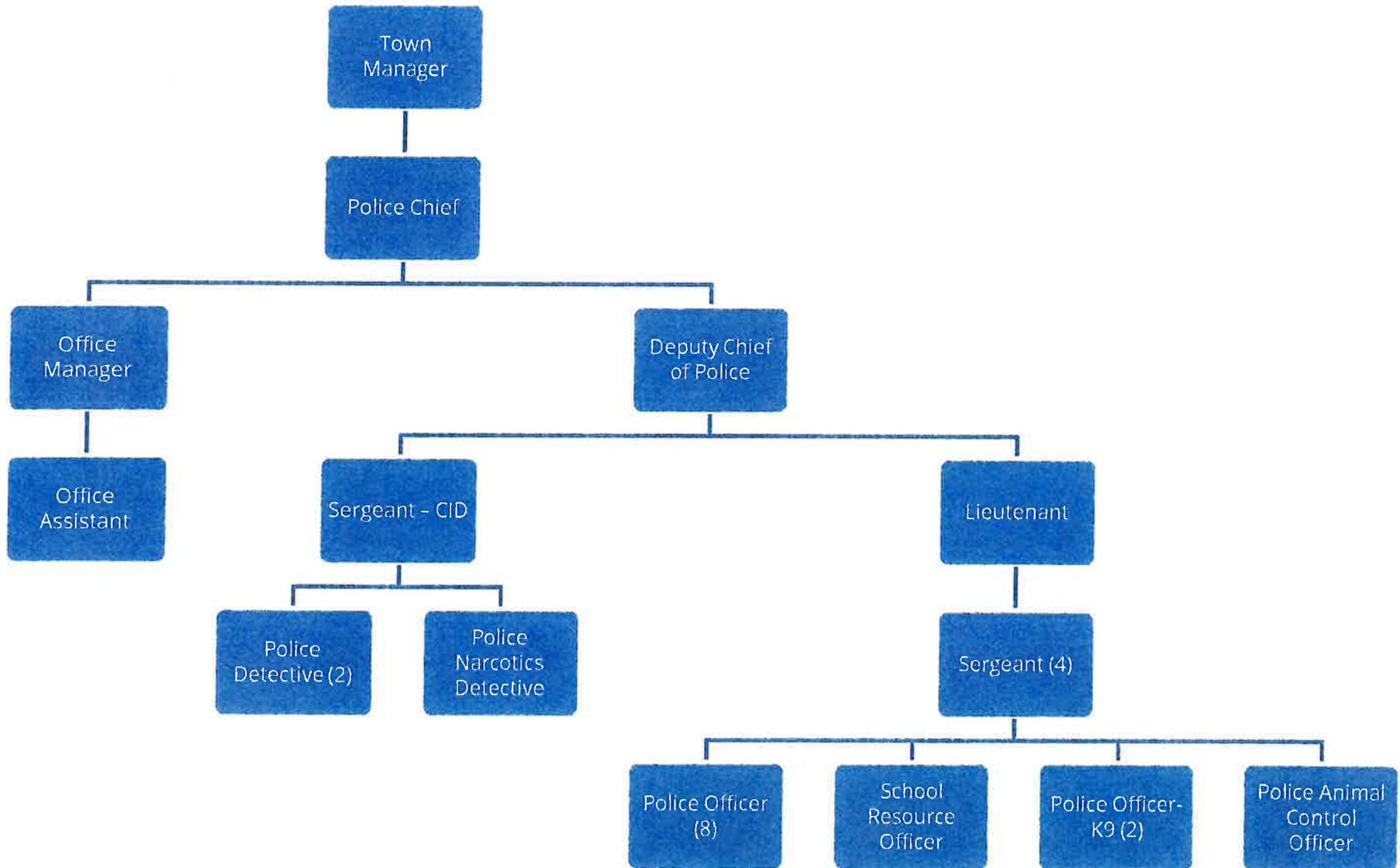
## **Objective - Increase citizen education and information sharing strategies**

### Performance Indicators –

- Continue the effective use of social media; the Department's website, the Nags Head Community Information Exchange Program, Facebook and Twitter, to detect and deter crimes, to share information and educate our residents and visitors on current safety issues.
- Utilize our beach patrol officer to engage residents and visitors while at play to make them more aware of their surroundings and offer tips on safety and crime prevention.
- Through the Town's public information officer, continue the use of video technology in creation of Public Service Announcements to further promote education of our citizens/visitors while increasing public safety awareness.

# POLICE ORGANIZATION AND STAFFING

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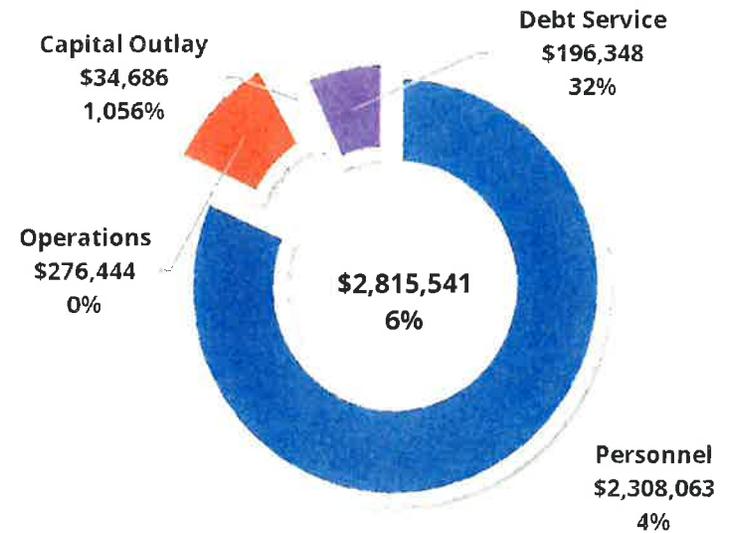


# POLICE – BUDGET HIGHLIGHTS

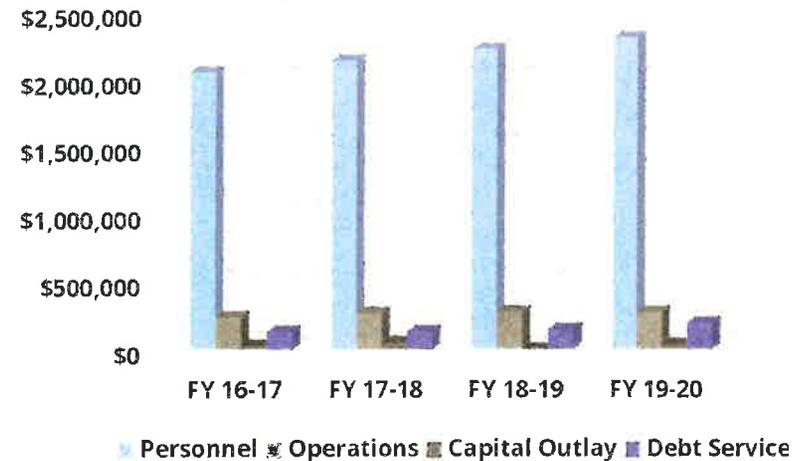
## HIGHLIGHTS

- New debt includes the purchase of three replacement vehicles at \$140,978, financed over three years at 4% at \$48,847 per year. This cost includes a police body camera to be purchased with each vehicle.
- Capital outlay includes a replacement message board at \$18,000, funded through Police Facility Fees, and a replacement four-wheeler at \$13,686.
- Funding of \$68,884 is included for the state statute-required police separation allowance for three retired officers.

Recommended Expenditures by Function  
2019-2020/Percentage Change From FY 2018-2019



FY 2019-2020 Recommended Expenditures and Adopted Expenditure History



**Town of Nags Head  
Recommended Budget  
For the Fiscal Year 2019-2020**

Department:

*Police*

| Account Description                | Departmental<br>Requested<br>2019-2020 | Manager's<br>Recommended<br>2019-2020 | Financial<br>Plan<br>2020-2021 | Adopted<br>Budget<br>2018-2019 | Adjusted<br>Budget<br>2018-2019 | Estimated<br>Actual<br>Expenditures<br>2018-2019 | Actual<br>Expenditures<br>2017-2018 | Actual<br>Expenditures<br>2016-2017 |
|------------------------------------|--|---------------------------------------|--------------------------------|--------------------------------|---------------------------------|--|-------------------------------------|-------------------------------------|
| <b>PERSONNEL SERVICES</b>          |  |                                       |                                |                                |                                 |  |                                     |                                     |
| SALARIES- REGULAR PAY              | \$ 1,403,872                           | \$ 1,403,872                          | \$ 1,474,134                   | \$ 1,361,571                   | \$ 1,474,968                    | \$ 1,366,597                                     | \$ 1,435,766                        | \$ 1,367,879                        |
| SALARIES - LONGEVITY PAY           | 24,790                                 | 24,790                                | 30,789                         | 35,252                         | -                               | -  | -                                   | -                                   |
| OVERTIME PAY                       | 26,100                                 | 26,100                                | 26,100                         | 26,100                         | -                               | -  | -                                   | -                                   |
| HOLIDAY PAY                        | 38,066                                 | 38,066                                | 38,066                         | 38,066                         | -                               | -  | -                                   | -                                   |
| FICA TAX                           | 114,201                                | 114,201                               | 120,035                        | 111,766                        | 112,296                         | 99,308   | 104,271                             | 99,425                              |
| GROUP HEALTH INSURANCE             | 365,396                                | 365,396                               | 382,527                        | 343,767                        | 343,767                         | 297,741  | 323,898                             | 307,669                             |
| RETIRES GROUP HEALTH INSUR         | 50,327                                 | 50,327                                | 60,308                         | 50,432                         | 50,432                          | 47,953   | 40,313                              | 37,815                              |
| RETIREMENT                         | 13,447                                 | 13,447                                | 15,630                         | 8,780                          | 8,780                           | 8,449  | 8,332                               | 7,770                               |
| RETIREMENT LAW ENFORCEMENT         | 131,282                                | 131,282                               | 155,312                        | 114,279                        | 114,867                         | 106,453  | 108,890                             | 100,394                             |
| 401 K                              | 5,639                                  | 5,639                                 | 5,817                          | 2,266                          | 2,266                           | 2,164  | 2,206                               | 2,122                               |
| 401 K LAW ENFORCEMENT              | 66,059                                 | 66,059                                | 69,590                         | 67,223                         | 67,569                          | 62,619   | 65,956                              | 62,574                              |
| POLICE SEPARATION ALLOWANCE        | 68,884                                 | 68,884                                | 68,884                         | 64,507                         | 64,507                          | -  | 42,621                              | 44,261                              |
| <b>Subtotal Personnel Services</b> | <b>\$ 2,308,063</b>                    | <b>\$ 2,308,063</b>                   | <b>\$ 2,447,192</b>            | <b>\$ 2,224,009</b>            | <b>\$ 2,239,452</b>             | <b>\$ 1,991,283</b>                              | <b>\$ 2,132,253</b>                 | <b>\$ 2,029,909</b>                 |
| <b>OPERATIONS</b>                  |  |                                       |                                |                                |                                 |  |                                     |                                     |
| TRAINING                           | \$ 29,283                              | \$ 25,615                             | \$ 29,283                      | \$ 25,615                      | \$ 25,615                       | \$ 14,279  | \$ 25,569                           | \$ 20,967                           |
| BUILDING/EQUIPMENT RENTAL          | 9,275                                  | 9,275                                 | 9,275                          | 9,475                          | 9,475                           | 10,370   | 9,256                               | 8,624                               |
| TELEPHONE                          | 13,678                                 | 13,678                                | 9,908                          | 14,807                         | 14,807                          | 14,118   | 14,774                              | 13,416                              |
| TELEPHONE - CELL PHONE STIPEND     | 9,540                                  | 9,540                                 | 9,540                          | 9,540                          | 9,540                           | 6,715  | 8,190                               | 8,914                               |
| POSTAGE                            | 1,950                                  | 1,950                                 | 1,950                          | 1,950                          | 1,950                           | 729  | 941                                 | 959                                 |
| ADVERTISING                        | 475                                    | 300                                   | 475                            | 300                            | 300                             | 221  | -                                   | 49                                  |
| PRINTING                           | 1,270                                  | 1,142                                 | 1,270                          | 998                            | 998                             | 171  | 189                                 | 425                                 |
| FUEL COSTS                         | 63,000                                 | 63,000                                | 63,000                         | 63,000                         | 63,000                          | 48,962   | 54,829                              | 47,898                              |
| DEPARTMENT SUPPLIES                | 49,415                                 | 39,123                                | 49,360                         | 48,184                         | 61,100                          | 61,821   | 58,439                              | 40,485                              |
| OTHER SUPPLIES                     | 9,560                                  | 5,360                                 | 7,560                          | 7,560                          | 7,965                           | 7,126  | 6,522                               | 6,955                               |
| MAINT/REPAIR EQUIPMENT             | 40,177                                 | 31,397                                | 31,397                         | 34,397                         | 34,397                          | 33,023   | 28,434                              | 25,776                              |
| MAINT/REPAIR FIRING RANGE          | 13,600                                 | 5,000                                 | 5,000                          | 1,150                          | 11,600                          | 3,000  | 2,078                               | 9,385                               |
| VEHICLE MAINTENANCE                | 29,450                                 | 26,750                                | 28,050                         | 28,025                         | 28,161                          | 13,319   | 29,051                              | 22,836                              |
| UNIFORMS                           | 25,671                                 | 24,771                                | 17,231                         | 16,653                         | 17,256                          | 13,420   | 15,520                              | 11,043                              |
| PROFESSIONAL FEES                  | 8,510                                  | 8,320                                 | 8,510                          | 7,320                          | 7,920                           | 3,427  | 4,781                               | 12,064                              |
| CONTRACTED SERVICES                | 6,530                                  | 6,530                                 | 6,530                          | 5,030                          | 5,030                           | 3,699  | 2,577                               | 1,405                               |
| DUES AND SUBSCRIPTIONS             | 1,693                                  | 1,693                                 | 1,693                          | 1,663                          | 1,663                           | 536  | 1,026                               | 1,022                               |
| SPECIAL INVESTIGATIONS             | 6,000                                  | 3,000                                 | 3,000                          | 2,000                          | 4,480                           | 5,973  | 1,000                               | -                                   |
| <b>Subtotal Operations</b>         | <b>\$ 319,077</b>                      | <b>\$ 276,444</b>                     | <b>\$ 283,032</b>              | <b>\$ 277,667</b>              | <b>\$ 305,257</b>               | <b>\$ 240,909</b>                                | <b>\$ 263,176</b>                   | <b>\$ 232,223</b>                   |

**Town of Nags Head  
Recommended Budget  
For the Fiscal Year 2019-2020**

Department:

*Police*

| Account Description                   | Departmental<br>Requested<br>2019-2020 | Manager's<br>Recommended<br>2019-2020 | Financial<br>Plan<br>2020-2021 | Adopted<br>Budget<br>2018-2019 | Adjusted<br>Budget<br>2018-2019 | Estimated<br>Actual<br>Expenditures<br>2018-2019 | Actual<br>Expenditures<br>2017-2018 | Actual<br>Expenditures<br>2016-2017 |
|---------------------------------------|--|---------------------------------------|--------------------------------|--------------------------------|---------------------------------|--|-------------------------------------|-------------------------------------|
| <b><i>CAPITAL OUTLAY</i></b>          |  |                                       |                                |                                |                                 |  |                                     |                                     |
| CAPITAL OUTLAY EQUIPMENT              | \$ 31,686                              | \$ 31,686                             | \$ 17,000                      | \$ -                           | \$ -                            | \$ -   | \$ -                                | \$ 134,405                          |
| CAPITAL OUTLAY GOV CRIME COMM         | -                                      | -                                     | -                              | -                              | -                               | -  | 42,376                              | 24,500                              |
| CAPITAL OUTLAY VEHICLE                | 3,000                                  | 3,000                                 | 3,000                          | 3,000                          | 167,648                         | 167,648  | 169,631                             | -                                   |
| <b><i>Subtotal Capital Outlay</i></b> | <b>\$ 34,686</b>                       | <b>\$ 34,686</b>                      | <b>\$ 20,000</b>               | <b>\$ 3,000</b>                | <b>\$ 167,648</b>               | <b>\$ 167,648</b>                                | <b>\$ 212,007</b>                   | <b>\$ 158,905</b>                   |
| <b><i>DEBT SERVICE</i></b>            |  |                                       |                                |                                |                                 |  |                                     |                                     |
| L/P PRINCIPAL                         | \$ 191,171                             | \$ 191,171                            | \$ 170,091                     | \$ 143,992                     | \$ 143,992                      | \$ 143,134                                       | \$ 135,894                          | \$ 130,446                          |
| L/P INTEREST                          | 5,177                                  | 5,177                                 | 5,190                          | 4,367                          | 4,367                           | 4,367  | 1,961                               | 1,602                               |
| <b><i>Subtotal Debt Service</i></b>   | <b>\$ 196,348</b>                      | <b>\$ 196,348</b>                     | <b>\$ 175,281</b>              | <b>\$ 148,359</b>              | <b>\$ 148,359</b>               | <b>\$ 147,501</b>                                | <b>\$ 137,855</b>                   | <b>\$ 132,048</b>                   |
| <b>TOTALS</b>                         | <b>\$ 2,858,174</b>                    | <b>\$ 2,815,541</b>                   | <b>\$ 2,925,505</b>            | <b>\$ 2,653,035</b>            | <b>\$ 2,860,716</b>             | <b>\$ 2,547,341</b>                              | <b>\$ 2,745,291</b>                 | <b>\$ 2,553,085</b>                 |

**Town of Nags Head  
Recommended Budget  
For the Fiscal Year 2019-2020**

**Police**

| Description of Capital Items  | Departmental<br>Requested | Manager's<br>Recommended | Financial<br>Plan |
|---|---------------------------|--------------------------|-------------------|
| <b>Capital Outlay Equipment</b>                                     |                           |                          |                   |
| 1. Replacement message board (funded through Police facility fees)* | \$ 18,000                 | \$ 18,000                | \$ -              |
| 2. Replacement four-wheeler for beach patrol*                       | 13,686                    | 13,686                   | -                 |
| 3. Replacement mobile radar trailer*                                | -                         | -                        | 17,000            |
| <b>Total Capital Outlay Equipment</b>                               | <b>\$ 31,686</b>          | <b>\$ 31,686</b>         | <b>\$ 17,000</b>  |
| <b>New Lease Payments</b>   |                           |                          |                   |
| 1. 3 Vehicles totaling \$140,978 (includes body cameras)*           | \$ 48,847                 | \$ 48,847                | \$ 48,847         |
| 2. 3 Vehicles totaling \$145,467 (includes body cameras)*           | -                         | -                        | 50,403            |
| 3. Replacement of 800MHz Radios at a cost of \$75,429*              | -                         | -                        | 26,135            |
| <b>Total New Lease Payments</b>                                     | <b>\$ 48,847</b>          | <b>\$ 48,847</b>         | <b>\$ 125,385</b> |
| <b>Capital Outlay Vehicle</b>                                       |                           |                          |                   |
| 1. Excise tax on new vehicles                                       | \$ 3,000                  | \$ 3,000                 | \$ 3,000          |
| <b>Total Capital Outlay Vehicle</b>                                 | <b>\$ 3,000</b>           | <b>\$ 3,000</b>          | <b>\$ 3,000</b>   |

\* surplus two (2) 2014 Dodge Chargers and one (1) 2014 Chevrolet Tahoe  
 surplus 2008 advisory message board  
 surplus 2012 four-wheeler for beach patrol  
 surplus two (2) 2014 Dodge Chargers and one (1) 2015 Dodge Charger  
 surplus 2010 radar trailer  
 surplus 2009 800MHz radio system