



**Town of Nags Head
 Budget Ordinance
 Fiscal Year 2022-2023**

BE IT ORDAINED by the Board of Commissioners of the Town of Nags Head, North Carolina, meeting in session this the 1st day of June 2022, that the budget ordinance adopted on June 1st, 2022, effective July 1, 2022, to read as follows:

SECTION I GENERAL FUND

Revenues Anticipated:	
Current year ad valorem taxes	\$ 7,991,453
Municipal Service District taxes	1,634,745
Current town wide beach nourishment ad valorem taxes	761,091
Penalties and interest	6,000
DMV Taxes	153,311
Other taxes and licenses	8,974,102
Unrestricted intergovernmental revenues	900,700
Restricted intergovernmental revenues	1,934,069
Permits and fees	593,950
Sales and services	72,525
Investment earnings	110,000
Other revenues	312,775
Other Financing Sources	389,950
Transfer from Capital Reserve Fund	2,511,902
Transfer from Capital Investment Fund	5,378,880
Sale of capital assets	20,000
Undesignated Fund Balance Appropriated	<u>3,275,000</u>
Total General Fund Revenues	<u>\$ 35,020,453</u>

SECTION I GENERAL FUND

Expenditures Authorized:	
Governing Body	\$ 176,341
Bond Debt	2,625,952
Town Manager	819,885
Administrative Services	1,031,450
Information Technology	431,730
Legal Services	130,296
Planning and Development	1,458,158
PW Administration	637,686
Facilities Maintenance	2,877,492
Garage	388,405
State Street Aid - Powell Bill	120,000
Sanitation	2,329,883
Solid Waste Disposal	850,818
Stormwater Management	1,703,238
Police	3,769,688
Fire	3,512,519
Ocean Rescue	891,037
Transfer to Capital Reserve Fund	3,690,860
Transfer to Capital Investment Fund	7,450,015
Contingency	<u>125,000</u>
Total General Fund Expenditures	<u>\$ 35,020,453</u>



**Town of Nags Head
Budget Ordinance
Fiscal Year 2022-2023**

Section II WATER FUND

Revenues Anticipated:	
Charges for utilities	\$ 3,756,333
Taps/connection fees	20,000
Reconnection fees	3,500
System development fees	25,000
Restricted intergovernmental grants	2,609,925
Interest on investment	35,850
Penalties and interest	25,000
Septic loan repayments	25,000
Miscellaneous revenues	1,150
Appropriated Net Position	<u>312,206</u>

Total Water Fund Revenues \$ 6,813,964

Expenses Authorized:	
Administration	\$ 448,861
Septic Health Initiative	428,347
Water Operations	2,035,886
Water Distribution	3,825,870
Transfer to Water Capital Reserve Fund	25,000
Contingency	<u>50,000</u>

Total Water Fund Expenses \$ 6,813,964

Section III NAGS HEAD LEASING

Revenues Anticipated	\$ -
Expenses Authorized	\$ -



**Town of Nags Head
Budget Ordinance
Fiscal Year 2022-2023**

Section IV CAPITAL RESERVE FUND

Revenues Anticipated:	
Transfer from General Fund	\$ 3,690,860
Appropriations/Special Obligation Bond - debt	2,381,152
Appropriations/Restricted sales tax-beach access reconstruction	<u>130,750</u>
Total Revenues	<u>\$ 6,202,762</u>
Expenditures Authorized:	
Transfer to General Fund	\$ 2,511,902
Contributions to Fund Balance	<u>3,690,860</u>
Total Expenditures	<u>\$ 6,202,762</u>

Section V CAPITAL INVESTMENT FUND

Revenues Anticipated:	
Transfer from General Fund	\$ 7,450,015
Appropriations	<u>5,378,880</u>
Total Revenues	<u>\$ 12,828,895</u>
Expenditures Authorized:	
Transfer to General Fund	\$ 5,378,880
Contributions to Fund Balance	<u>7,450,015</u>
Total Expenditures	<u>\$ 12,828,895</u>

Section VI WATER CAPITAL RESERVE FUND

Revenue Anticipated:	
Transfer from Water Fund	\$ 25,000
Total Revenues	<u>\$ 25,000</u>
Expenses Authorized:	
Contributions to Net Position	\$ 25,000
Total Expenses	<u>\$ 25,000</u>
TOTAL BUDGET FISCAL YEAR 2022-2023	<u>\$ 60,891,074</u>



**Town of Nags Head
Budget Ordinance
Fiscal Year 2022-2023**

SECTION VII TAX RATES ESTABLISHED

A Town wide tax rate of twenty eight and three quarters (\$.2875) cents per hundred dollar valuation is hereby levied on all real estate, corporate utilities, and personal property in the Town of Nags Head as of January 1, 2022. The estimated valuation of said property is three billion, fifty one million, nine hundred ninety two thousand, nine hundred ninety seven dollars (\$3,051,992,997). The estimated collection rate is ninety-nine and three quarters percent (99.75%).

A tax rate of fourteen and three tenths (\$.143) cents per hundred dollar valuation is hereby levied on all real estate, personal property, and motor vehicle property located in municipal service districts 1 and 2 with an estimated value of one billion, forty seven million, four hundred forty three thousand, nine hundred twenty three dollars (\$1,047,443,923). The estimated collection rate is one hundred percent (100.00%) on all real estate and personal property and one hundred percent (100%) on all motor vehicle property.

A tax rate of one (\$.01) cent per hundred dollar valuation is hereby levied on all real estate, personal property, and motor vehicle property located in municipal service district 4 with an estimated value of six hundred fifty nine million, seven hundred eighty eight thousand, four hundred five dollars (\$659,788,405). The estimated collection rate is ninety-nine and three quarters percent (99.75%) on all real estate and personal property and one hundred percent (100%) on all motor vehicle property.

A tax rate of one half (\$.005) cent per hundred dollar valuation is hereby levied on all real estate, personal property, and motor vehicle property located in municipal service districts 3 and 6 with an estimated value of one billion, four hundred twenty one million, six hundred ninety eight thousand, five hundred fifty seven dollars (\$1,421,698,557). The estimated collection rate is one hundred percent (100.00%) on all real estate and personal property and one hundred percent (100%) on all motor vehicle property.

A tax rate of twenty eight and three quarters (\$.2875) cents per hundred dollar valuation is hereby levied on all motor vehicle property in the Town of Nags Head as renewed throughout the State during the year. The estimated valuation of said property is fifty three million, three hundred twenty five thousand, five hundred fifty seven dollars (\$53,325,557). The estimated collection rate is hundred percent (100%). All estimated collection rates are based on the collection rates for the fiscal year ended June 30, 2022.

SECTION VIII. SPECIAL AUTHORIZATION - BUDGET OFFICER

The Budget Officer shall be authorized to transfer amounts between objects of expenditures not adopted in the Capital Improvements Program (CIP) within a department without limitation and without a report being requested. The Budget Officer is authorized to reallocate appropriations between departments among the various objects of expenditures as (s)he believes necessary. Such changes shall be reported to the Finance Officer immediately and to the Governing Body at the next regular meeting or on the next succeeding monthly budget transfer report.

SECTION IX. RESTRICTION-BUDGET OFFICER

The use of any contingency appropriations shall be accomplished only with prior authorization from the Board of Commissioners. Salary increases, beyond those set forth in the budget document, shall not exceed 5% without Board approval. Promotional or merit increase are excluded and shall be administered in accordance with the Personnel Policy. The use of appropriations established for Capital Reserve may be accomplished only with the approval of the Board.

Interfund transfers, not established in the budget document, may be accomplished only with prior authorization from the Board.

In case of emergency which threatens the lives, health, and safety of the public, the Town Manager may execute contractual documents and authorize expenditures in an amount necessary to meet the emergency so long as such amount does not exceed the amount in contingency accounts not to exceed \$125,000 and the expenditure is reported to the Board of Commissioners as soon as possible, and the appropriate budget amendments are submitted at the next regular meeting.



**Town of Nags Head
Budget Ordinance
Fiscal Year 2022-2023**

SECTION X - AUTHORIZATION TO EXECUTE CONTRACTUAL DOCUMENTS

The Town Manager, or in his absence his designee, is hereby authorized to execute contractual documents under the following conditions:

- (a) The Town Manager may execute contracts for: (1) Purchases or apparatus, supplies and materials, or equipment which are within budgeted department appropriations where formal bid is not required; (2) Leases of personal property for durations of one year or less which are within budgeted departmental appropriations; (3) Services and service contracts which are within budgeted departmental appropriations; and (4) formal bids involving purchase contracts, including rejecting bids and re-advertising to receive bids. This delegation can not be applied to construction or repair contracts.
- (b) The Town Manager may execute contracts, as the lessor or lessee of real property, which are of a duration of one year or less which are within budgeted departmental appropriations not to exceed an annual amount of \$20,000.
- (c) The Town Manager may execute contracts for design consultant services, where consultant fees are estimated to be less than \$50,000.
- (d) The Town Manager may execute contracts for construction or repair projects which do not require formal competitive bid procedures.
- (e) The Town Manager may execute change orders or amendments to construction contracts in amounts up to \$50,000 when the appropriate annual budget or capital project ordinance contains sufficient appropriated but unencumbered funds.
- (f) The Town Manager may execute grant agreements to or from public nonprofit organizations which are within budgeted appropriations unless the grantor organization requires execution by the Board of Commissioners.

SECTION XI, UTILIZATION OF BUDGET AND BUDGET ORDINANCE

This ordinance and the budget document shall be the basis of the financial plan for the Town of Nags Head, North Carolina Municipal Government during the 2022-2023 fiscal year. The Budget Officer shall administer the Budget and (s)he shall insure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the Budget. The Accounting Section shall establish records which are in accordance with the Budget and this Ordinance and the appropriate statutes of the State of North Carolina.

ADOPTED THIS 1ST DAY OF JUNE 2022.



Benjamin Cahoon, Mayor

Attest:



Carolyn F. Morris, Town Clerk



Motion to Adopt by Commissioner
Motion Seconded By Commissioner
Vote _____ Ayes _____ Noes
Recorded in Minute Book _____, Page _____