



# TOWN OF KILL DEVIL HILLS

*Land Where Flight Began*

MEMORANDUM

August 5, 2019

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager 

REF: Monthly Report – June 2019

<b>Administration Department</b>			
Administration Division			
Metric	Current Month June 2019	2018/2019 Fiscal Year to Date	2017/2018 Fiscal Year to Date
Personnel Turnover/Positions Vacated (does not include temporary positions; figures based on “effective” date)	1	9	8
Personnel Grievances Filed	0	0	0
<b>Buildings and Grounds Division</b>			
B & G Maintenance Expenditures	\$21,715	\$58,346	\$62,808
Access/Recreation Facility Expenditures	\$20,394	\$66,028	\$30,250
<b>Tax and Finance Department</b>			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
<b>Management Information Services Division</b>			
Calls for Service	46	816	908
<b>Fleet Maintenance Division</b>			
Number of Vehicle Work Orders	68	835	781
Outsourced Vehicle Repairs	\$1,943	\$57,929	\$37,367
In-shop Vehicle Repairs	\$15,010	\$142,009	\$136,957

<b>Planning and Inspections Department</b>			
Metric	Current Month June 2019	2018/2019 Fiscal Year to Date	2017/2018 Fiscal Year to Date
Site Inspections	653	5,942	6,853
Plans Reviewed	9	113	109
Grant Applications Completed (Total)	-	-	-
KDH Portion (value applied for, not received)	-	-	-
Building Permits Issued	211	1,160	1,107
TOTAL Fees	\$65,110	\$568,736	\$464,807
<b>Public Services Department – Utilities Division - Water</b>			
Metric	Current Month June 2019	2018/2019 Fiscal Year to Date	2017/2018 Fiscal Year to Date
Gallons Consumed	48,038,000	395,090,000	391,680,000
Total # Work Orders Completed	300	3,072	3,099
Number of Water Taps Sold	6	64	71
<b>Public Services Department – Utilities Division – Wastewater</b>			
Residential wastewater allocation sold (gallons)	0	600	2,640
Residential wastewater allocation remaining (in gallons) (Original allocation: 13,500; revised to 19,480 in 11/2012)		2,440	3,040
Comm. wastewater allocation sold	0	0	0
Commercial wastewater allocation remaining (in gallons) (Original allocation: 4,500; revised to 12,570 on 11/18/2008)		12,570	12,570

Metric	Current Month June 2019	2018/2019 Fiscal Year to Date	2017/2018 Fiscal Year to Date
<b>Public Services Department – Public Works Division – Streets</b>			
Asphalt Repair - Hot Mix (tons)	0	46	19
Asphalt Repair - Cold Patch (bags)	1	73	64
<b>Public Services Department – Public Works Division – Solid Waste</b>			
Metric	Current Month May 2019	2017/2018 Fiscal Year to Date	2016/2017 Fiscal Year to Date
SW- COMMERCIAL –Trips to Dare County Transfer Station **	68	581	570
SW- COMMERCIAL – Tonnage**	439.51	4,303.74	4,277.90
RESIDENTIAL – Trips to Dare County Transfer Station **	65	552	539
RESIDENTIAL – Tonnage **	453.12	4,367.49	4,371.73
RECYCLING – Trips to Dare County Recycling Center **	13	113	111
RECYCLING – Tonnage **	26.93	181.10	181.50
WHITE GOODS/METAL RECYCLED – Trips to Dare County Recycling **	9	65	62
WHITE GOODS/METAL RECYCLED – Tonnage **	25.16	190.18	176.26
C & D – Trips to Stumpy Point Landfill **	22	195	186
C & D – Tonnage **	90.01	928.15	834.05
Outer Banks Hauling # of stops **	6	975	962
Outer Banks Hauling – Tonnage **	30.73	271.50	254.22

\*\* Due to delivery of monthly solid waste disposal figures by Albemarle Solid Waste Authority these measures are provided one month late. Outer Banks Hauling figures are for the current month.

<b>Fire Department - all training hours and incidents reporting are calculated on the <i>calendar year</i>.</b>			
Metric	Current Month June 2019	2019 Calendar Year to Date	2018 Calendar Year to Date
Total Number of Incidents	173	747	788
Total Number of Fires	10	20	12
Rescue & EMS	87	406	436
Hazardous Condition (no fire)	14	64	90
Service Call	19	121	135
Good Intent	26	78	42
False Alarm & False Call	17	58	73
Severe Weather/Natural Disaster	0	0	0
Average Response Time Overall	4.02 minutes	4.00 minutes	4.38 minutes
Average Response Time North of Colington Road	3.66 minutes	3.51 minutes	3.83 minutes
Average Response Time South of Colington Road	4.61 minutes	4.48 minutes	5.03 minutes
% 1 <sup>st</sup> Due Unit Arrival within 5 minutes Overall	79.05 %	82.64 %	68.11 %
% 1 <sup>st</sup> Due Unit Arrival within 5 minutes N of Colington Rd	87.88 %	92.80 %	82.42 %
% 1 <sup>st</sup> Due Unit Arrival within 5 minutes S of Colington Rd	64.10 %	72.85 %	50.45 %
Training Hours	440	5,228	4,860
Ocean Rescue – Beach Population	241,711	372,211	373,503
Ocean Rescue – Total Incidents	153	220	146
Ocean Rescue – Swimmer Assist/Rescues	38	78	46

\*All training hours and incidents reporting are calculated on the calendar year.

<b>Police Department</b>			
Metric	Current Month June 2019	2018/2019 Fiscal Year to Date	2017/2018 Fiscal Year to Date
Dispatched Calls	1,769	19,711	21,179
Dispatched Calls per Patrol Officer	88	987	1,060
UCR Part 1 Crimes	37	559	842
<b>Police Department – Animal Control Division</b>			
Animal Impoundments	15	138	242
Civil Citations Issued	0	20	35
Non-dispatched Services	56	690	1,360

TOWN OF KILL DEVIL HILLS  
Actual Revenues Compared To Budget  
General Fund  
June 2019 (FY 2018-19)

	Actual Month	Month Budget	Variance Mo Over (Under)	Actual YTD	Budget YTD	Variance YTD Over (Under)	Annual Budget w/Amendment	Prior YTD Actual	% incr (decr) cur/prior YTD
Prior Year Property Taxes	\$ 1,137	\$ 3,333	\$ (2,196)	\$ 19,245	\$ 40,000	\$ (20,755)	\$ 40,000	\$ 43,648	-55.91%
Current Year Property Taxes	28,753	25,000	3,753	7,982,613	7,878,224	104,389	7,898,224	7,767,310	2.77%
Current Year MSD Tax	3,023	-	3,023	509,890	505,551	4,339	505,551	502,877	1.39%
Motor Vehicle Taxes	31,702	25,000	6,702	301,274	300,000	1,274	300,000	279,643	7.74%
Tax Penalties and Interest	1,362	650	712	13,967	7,350	6,617	8,000	14,354	-2.70%
Business Registration	685	-	685	8,424	9,500	(1,076)	9,500	8,781	-4.07%
Article 40 Sales Tax	31,456	26,841	4,615	275,719	268,411	7,308	322,093	314,472	-12.32%
Article 42 Sales Tax	39,274	36,000	3,274	563,917	578,954	(15,037)	675,954	590,543	-4.51%
1% Sales Tax	108,565	84,000	24,565	1,282,813	1,204,413	78,400	1,407,690	1,301,759	-1.46%
MSD Sales Tax	12,116	13,558	(1,442)	143,431	135,575	7,856	162,691	135,874	5.56%
Occupancy Tax	121,980	175,000	(53,020)	2,106,622	2,379,268	(272,646)	2,746,497	2,171,388	-2.98%
Land Transfer Tax	-	-	-	497,278	504,000	(6,722)	672,000	492,029	1.07%
Solid Waste Disposal Tax	-	-	-	4,024	5,000	(976)	5,000	3,757	0.00%
Utilities/Gas Sales Tax	198,108	177,825	20,283	767,188	711,300	55,888	711,300	733,797	4.55%
Telecommunication Svc Tax	13,951	15,600	(1,649)	59,209	62,400	(3,191)	62,400	63,545	-6.82%
Video Programng Tax*	39,603	40,250	(647)	156,262	161,000	(4,738)	161,000	163,152	-4.22%
PEG Channel Support	6,757	-	6,757	26,893	26,893	0	26,893	27,031	-0.51%
Wine & Beer Tax	-	-	-	31,162	30,000	1,162	30,000	31,163	0.00%
ABC Tax	422	3,750	(3,328)	19,324	15,000	4,324	15,000	18,664	0.00%
Mixed Beverage Tax	4,776	8,750	(3,974)	39,623	35,000	4,623	35,000	39,053	0.00%
Powell Bill	-	-	-	241,844	240,000	1,844	240,000	243,872	-0.83%
Drug Reimb/forfeiture.	72	-	72	1,393	-	1,393	-	4,577	-69.56%
Building Permit Fees	58,363	16,667	41,696	451,453	200,000	251,453	200,000	416,713	8.34%
Occupancy Permit & Fees	750	208	542	3,450	2,500	950	2,500	3,800	-9.21%
Site Plan Review Fees	2,133	1,250	883	78,714	15,000	63,714	15,000	31,699	148.32%
Other Planning Fees	800	333	467	5,388	4,000	1,388	4,000	12,676	-57.50%
CAMA Fees	75	125	(50)	2,880	1,500	1,380	1,500	2,365	21.78%
Homeowner Recovery Fees	7	8	(1)	66	100	(34)	100	82	-19.51%
Taxi Ordinance Fees	30	25	5	250	300	(50)	300	305	-18.03%
A/C Boarding & Rabies Vac	669	170	499	4,256	2,150	2,106	2,150	3,278	29.84%
Dog Licenses	103	83	20	829	1,000	(172)	1,000	790	4.87%
Court Cost & Fees	261	267	(6)	2,972	3,200	(228)	3,200	2,210	34.47%
Finger Print/buy gold Fees	100	83	17	1,372	1,000	372	1,000	4,532	-69.73%
Purchases For Resale	19,795	5,182	14,613	59,505	62,190	(2,685)	62,190	39,974	48.86%
Interest Income	-	11,667	(11,667)	338,729	140,000	198,729	140,000	222,905	51.96%
Miscellaneous	3,318	1,000	2,318	76,976	12,000	64,976	12,000	30,077	155.93%
Sale of Fixed Assets	-	1,250	(1,250)	45,307	15,000	30,307	15,000	114,547	0.00%
Rental Income	3,406	8,400	(4,994)	98,367	100,800	(2,433)	100,800	105,043	-6.36%
Contributions	-	-	-	132,700	129,200	3,500	132,700	2,334	5585.52%
Lease/ Note Proceeds	-	-	-	828,481	828,481	-	828,481	1,083,447	0.00%
Water Fund Transfer	-	-	-	393,138	393,138	-	393,138	368,988	0.00%
CRF Transfer	-	0	-	-	108,100	(108,100)	108,100	-	0.00%
Grants /FEMA/Restricted	126,728	-	126,728	665,782	329,292	336,490	329,292	603,421	10.33%
Powell Bill Appropriation	-	-	-	-	-	-	-	-	0.00%
Fund Balance Appropriated	-	-	-	-	3,457,852	-	3,457,852	-	0.00%
<b>Total Revenues</b>	<b>\$ 860,277</b>	<b>682,275</b>	<b>\$ 178,002</b>	<b>\$ 18,242,727</b>	<b>\$ 20,904,642</b>	<b>\$ 795,937</b>	<b>\$ 21,845,096</b>	<b>\$ 18,000,475</b>	<b>1.35%</b>
Prior YTD	\$ 1,039,882	\$ 1,345,423	\$ (305,541)	\$ 18,000,475	\$ 19,148,964	(1,148,489)	\$ 20,076,137		



# TOWN OF KILL DEVIL HILLS

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2019

Reporting Period: June 1, 2019 to June 30, 2019

OUR CASH IN RESERVES...		
CASH & INVESTMENTS BY FUND		
Balances on June 30, in whole dollars		
GENERAL FUND	June 2018	June 2019
Operating & Investments	\$ 13,693,055	\$ 14,351,031
Powell Bill	37,005	38,159
Designated Street CRF	547,889	183,980
Petty Cash	1,700	1,900
<b>TOTAL GENERAL FUND</b>	<b>\$ 14,279,649</b>	<b>\$ 14,575,070</b>
CAPITAL RESERVE FUNDS	June 2018	June 2019
Shoreline Accesses	\$ 136,347	\$ 138,882
Recreation	90,717	92,403
CIP	-	-
Beach Nourishment	2,657,709	2,707,116
Sidewalk	152,776	45,549
<b>TOTAL CAP RES FUNDS</b>	<b>\$ 2,884,773</b>	<b>\$ 2,938,401</b>
OTHER FUNDS	June 2018	June 2019
Communications SRF	\$ -	\$ -
CPF - Public Works 3	-	4,560,227
CPF - Beach Nourishment	284,855	-
Fireman's Relief Fund	278,875	267,044
Water Enterprise	\$ 6,544,777	\$ 8,522,193
<b>TOTAL OTHER FUNDS</b>	<b>\$ 7,108,507</b>	<b>\$ 13,349,464</b>
<b>GRAND TOTAL-ALL FUNDS</b>	<b>\$ 24,272,929</b>	<b>\$ 30,862,935</b>

OUR CASH FLOWS...			
REVENUES & EXPENSES BY FUND		Comparison of FYTD %	
GENERAL FUND		Prior FYTD %	Current FYTD %
<b>Fiscal Year Budget</b>		<b>\$ 20,560,402</b>	<b>\$ 22,223,742</b>
Revenues Fiscal Year to Date	\$ 18,242,634	88.07%	82.09%
Exp & Encumbrances FY to Date	\$ 19,036,518	87.54%	85.66%
COMMUNICATIONS SPECIAL REVENUE FUND		FUND CLOSED	
<b>Fiscal Year Budget</b>		<b>\$ -</b>	<b>\$ -</b>
Revenues Fiscal Year to Date	\$ -	0.00%	0.00%
Exp & Encumbrances FY to Date	\$ -	0.00%	0.00%
WATER ENTERPRISE FUND			
<b>Fiscal Year Budget</b>		<b>\$ 3,952,807</b>	<b>\$ 7,198,774</b>
Revenues Fiscal Year to Date	\$ 4,299,098	101.53%	59.72%
Exp & Encumbrances FY to Date	\$ 6,575,381	79.27%	91.34%
WASTEWATER ENTERPRISE FUND			
<b>Fiscal Year Budget</b>		<b>\$ 216,070</b>	<b>\$ 224,763</b>
Revenues Fiscal Year to Date	\$ 190,542	105.36%	84.77%
Exp & Encumbrances FY to Date	\$ 179,840	72.46%	80.01%

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...		
	Comparison of FY %	
GENERAL FUND:	Prior FY %	Current FY %
<b>AD VALOREM PROPERTY TAX</b>		
<b>Fiscal Year Budget</b>	<b>\$ 8,546,651</b>	<b>\$ 8,703,775</b>
Revenues this Month	\$ 63,478	0.54%
Revenues FYTD	\$ 8,793,777	100.04%
<b>SALES &amp; USE TAX</b>		
<b>Fiscal Year Budget</b>	<b>\$ 2,551,856</b>	<b>\$ 2,568,428</b>
Revenues this Month	\$ 191,411	7.51%
Revenues FYTD	\$ 2,265,878	91.80%
<b>OCCUPANCY TAX</b>		
<b>Fiscal Year Budget</b>	<b>\$ 2,694,061</b>	<b>\$ 2,746,497</b>
Revenues this Month	\$ 121,980	3.95%
Revenues FYTD	\$ 2,106,622	80.60%
<b>LAND TRANSFER TAX</b>		
<b>Fiscal Year Budget</b>	<b>\$ 600,000</b>	<b>\$ 672,000</b>
Revenues this Month	\$ -	0.00%
Revenues FYTD	\$ 492,029	82.00%
<b>BUILDING PERMIT FEES</b>		
<b>Fiscal Year Budget</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>
Revenues this Month	\$ 58,363	21.60%
Revenues FYTD	\$ 451,452	208.36%
<b>INVESTMENT INCOME</b>		
<b>Fiscal Year Budget</b>	<b>\$ 130,500</b>	<b>\$ 140,000</b>
Revenues this Month	\$ -	0.00%
Revenues FYTD	\$ 338,729	170.81%
<b>WATER ENTERPRISE FUND CUSTOMER-BASED REVENUES</b>		
<b>Fiscal Year Budget</b>	<b>\$ 3,623,000</b>	<b>\$ 3,726,816</b>
Revenues this Month	\$ 4,710,723	10.49%
Revenues FYTD *	\$ 3,987,348	106.39%
* incl ytd sys dev fees	\$ 578,677	106.99%
<b>WASTEWTR ENTERPRISE FUND CUSTOMER-BASED REVENUES</b>		
<b>Fiscal Year Budget</b>	<b>\$ 216,070</b>	<b>\$ 224,763</b>
Revenues this Month	\$ 39,517	22.72%
Revenues FYTD	\$ 190,542	105.36%

OUR PROPERTY VALUES...			
PROPERTY	VALUATION	TAX RATE	TAX LEVY
Municipal Service District	\$ 153,442,739	0.3300	\$ 506,361
All Oceanfront Property	\$0	0.3809	\$ -
Non-Oceanfront Property	\$ -	0.3809	\$ -
<b>Total Town</b>	<b>\$ 2,166,847,596</b>	<b>0.3809</b>	<b>\$ 8,253,522</b>

\*\* Does not include PP, Utilities, & MVT

EXPENDITURES AT A GLANCE...			
GENERAL FUND DEPARTMENTS	Comparison of Monthly Expenses		
	Fiscal Year 2019	This Month's Expenses	
		June	YTD
Administration	\$ 1,126,419	\$ 96,531	\$ 1,005,327
Building & Grounds	3,319,743	272,495	1,791,714
Beach Nourishment	1,295,672	42,648	1,149,082
Tax & Finance	1,746,542	75,187	1,332,454
MIS	423,398	22,929	359,872
Fleet Maintenance	414,264	26,035	420,829
Planning	852,011	52,325	687,361
Police	3,580,796	232,596	3,272,615
Animal Control	155,866	12,316	150,754
Fire	2,384,304	158,966	2,285,975
Ocean Rescue	604,325	118,489	499,396
Streets	2,926,590	509,911	2,711,060
Powell Bill	240,000	1,588	237,188
Solid Waste	3,153,812	714,468	2,907,005
	<b>\$ 22,223,742</b>	<b>\$ 2,336,484</b>	<b>\$ 18,810,632</b>
% of Annual Budget Expended		11.36%	84.64%
<b>WATER ENTERPRISE FUND</b>			
Water Administration	\$ 1,171,837	\$ 56,384	\$ 1,086,589
Water Plant	5,430,214	459,284	2,315,096
Water Systems	596,723	45,001	508,050
	<b>\$ 7,198,774</b>	<b>\$ 560,669</b>	<b>\$ 3,909,735</b>
% of Annual Budget Expended		14.18%	54.31%
<b>WASTEWATER ENTERPRISE FUND</b>			
Wastewater Department	\$ 224,763	\$ 40,337	\$ 171,575
% of Annual Budget Expended		18.67%	76.34%



**North Carolina**  
Total Retirement Plans

North Carolina Department of State Treasurer  
Retirement Systems Division  
3200 Atlantic Ave, Raleigh, NC 27604  
1-877-NCSECURE (1-877-627-3287) toll-free • Fax (919) 855-5800  
www.myntiretirement.com

*Dale R. Folwell, CPA*  
STATE TREASURER OF NORTH CAROLINA  
DALE R. FOLWELL, CPA



**CONTRIBUTION-BASED BENEFIT CAP REPORT**

Agency	Member ID	Name
92821-TOWN OF KILL DEVIL HILLS		

\* PLEASE FORWARD TO YOUR CHIEF FINANCIAL OFFICER OR BUDGET ADMINISTRATOR

ORBIT - PensionSpikingReportbyAgency Version # 1