



TOWN OF KILL DEVIL HILLS
Land Where Flight Began

MEMORANDUM

August 29, 2019

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager *[Signature]*

REF: Monthly Report – July 2019

Administration Department			
Administration Division			
Metric	Current Month July 2019	2019/2020 Fiscal Year to Date	2018/2019 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
Buildings and Grounds Division			
B & G Maintenance Expenditures	\$0	\$0	\$0
Access/Recreation Facility Expenditures	\$14	\$14	\$0
Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	40	40	87
Fleet Maintenance Division			
Number of Vehicle Work Orders	85	85	57
Outsourced Vehicle Repairs	\$225	\$225	\$200
In-shop Vehicle Repairs	\$27,121	\$27,121	\$4,664

Planning and Inspections Department

Metric	Current Month July 2019	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
Site Inspections	524	524	522
Plans Reviewed	4	4	12
Grant Applications Completed (Total)	-	-	-
KDH Portion (value applied for, not received)	-	-	-
Building Permits Issued	94	94	86
TOTAL Fees	\$15,966	\$15,966	\$22,094

Public Services Department – Utilities Division - Water

Metric	Current Month July 2019	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
Gallons Consumed	56,673,000	56,673,000	52,477,000
Total # Work Orders Completed	296	296	233
Number of Water Taps Sold	1	1	1

Public Services Department – Utilities Division – Wastewater

Residential wastewater allocation sold (gallons)	0	0	0
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 July 2019	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
Public Services Department – Public Works Division – Streets			
Asphalt Repair - Hot Mix (tons)	0	0	22
Asphalt Repair - Cold Patch (bags)	2	2	2
Public Services Department – Public Works Division – Solid Waste			
Metric	Current Month June 2019	2018/2019 Fiscal Year to Date	2017/2018 Fiscal Year to Date
SW- COMMERCIAL –Trips to Dare County Transfer Station **	64	645	636
SW- COMMERCIAL – Tonnage**	524.95	4,828.69	4,818.79
RESIDENTIAL – Trips to Dare County Transfer Station **	58	610	597
RESIDENTIAL – Tonnage **	469.09	4,836.58	4,874.63
RECYCLING – Trips to Dare County Recycling Center **	9	122	124
RECYCLING – Tonnage **	7.77	188.87	194.79
WHITE GOODS/METAL RECYCLED – Trips to Dare County Recycling **	7	72	70
WHITE GOODS/METAL RECYCLED – Tonnage **	20.88	211.06	196.41
C & D – Trips to Stumpy Point Landfill **	19	214	203
C & D – Tonnage **	81.97	1,010.12	904.81
Outer Banks Hauling # of stops **	3	978	976
Outer Banks Hauling – Tonnage **	34.89	306.39	283.22

** 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.

Fire Department - all training hours and incidents reporting are calculated on the <i>calendar year</i>.			
Metric	Current Month July 2019	2019 Calendar Year to Date	2018 Calendar Year to Date
Total Number of Incidents	215	962	995
Total Number of Fires	5	25	17
Rescue & EMS	111	517	559
Hazardous Condition (no fire)	16	80	110
Service Call	27	148	153
Good Intent	39	117	63
False Alarm & False Call	17	75	93
Severe Weather/Natural Disaster	0	0	0
Average Response Time Overall	4.01 minutes	4.00 minutes	4.30 minutes
Average Response Time North of Colington Road	3.62 minutes	3.53 minutes	3.77 minutes
Average Response Time South of Colington Road	4.56 minutes	4.49 minutes	4.96 minutes
% 1 st Due Unit Arrival within 5 minutes Overall	83.02 %	82.70 %	72.16 %
% 1 st Due Unit Arrival within 5 minutes N of Colington Rd	88.89 %	92.24 %	84.01 %
% 1 st Due Unit Arrival within 5 minutes S of Colington Rd	69.57 %	72.38 %	53.21 %
Training Hours	728	5,956	5,456
Ocean Rescue – Beach Population	209,494	581,705	640,621
Ocean Rescue – Total Incidents	237	457	272
Ocean Rescue – Swimmer Assist/Rescues	35	113	74

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

Police Department			
Metric	Current Month July 2019	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
Dispatched Calls	2,027	2,027	2,008
Dispatched Calls per Patrol Officer	101	101	100
UCR Part 1 Crimes	49	49	77
Police Department – Animal Control Division			
Animal Impoundments	22	22	14
Civil Citations Issued	2	2	1
Non-dispatched Services	50	50	60

TOWN OF KILL DEVIL HILLS
Actual Revenues Compared To Budget
General Fund
July 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	\$ 1,709	\$ -	\$ 1,709	\$ 20,954	\$ 40,000	\$ (19,046)	\$ 40,000	\$ 48,158	-56.49%
Current Year Property Taxes	12,475	20,000	(7,525)	7,995,088	7,898,224	96,864	7,898,224	7,787,624	2.66%
Current Year MSD Tax	-	-	-	509,890	505,551	4,339	505,551	502,877	1.39%
Motor Vehicle Taxes	28,472	-	28,472	329,746	300,000	29,746	300,000	307,819	7.12%
Tax Penalties and Interest	1,108	650	458	15,075	8,000	7,075	8,000	16,509	-8.69%
Business Registration	-	-	-	8,424	9,500	(1,076)	9,500	8,781	-4.07%
Article 40 Sales Tax	29,417	26,841	2,576	305,136	295,252	9,884	322,093	342,484	-10.91%
Article 42 Sales Tax	52,664	39,000	13,664	616,581	617,954	(1,373)	675,954	637,745	-3.32%
1% Sales Tax	125,535	93,000	32,535	1,408,347	1,297,413	110,934	1,407,690	1,416,991	-0.61%
MSD Sales Tax	12,783	13,558	(775)	156,214	149,133	7,081	162,691	147,600	5.84%
Occupancy Tax	207,065	367,229	(160,164)	2,313,687	2,746,497	(432,810)	2,746,497	2,360,853	-2.00%
Land Transfer Tax	-	168,000	(168,000)	497,278	672,000	(174,722)	672,000	716,569	-30.60%
Solid Waste Disposal Tax	-	-	-	4,024	5,000	(976)	5,000	4,780	0.00%
Utilities/Gas Sales Tax	-	-	-	767,188	711,300	55,888	711,300	733,797	4.55%
Telecommunication Svc Tax	-	-	-	59,209	62,400	(3,191)	62,400	63,545	-6.82%
Video Programng Tax*	-	-	-	156,262	161,000	(4,738)	161,000	163,152	-4.22%
PEG Channel Support	-	0	-	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	-	-	-	19,324	15,000	4,324	15,000	18,664	0.00%
Mixed Beverage Tax	-	-	-	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.	-	-	-	1,393	-	1,393	-	4,577	-69.56%
Building Permit Fees	-	-	-	451,453	200,000	251,453	200,000	416,713	8.34%
Occupancy Permit & Fees	-	-	-	3,450	2,500	950	2,500	3,800	-9.21%
Site Plan Review Fees	-	-	-	78,714	15,000	63,714	15,000	31,699	148.32%
Other Planning Fees	-	-	-	5,388	4,000	1,388	4,000	12,676	-57.50%
CAMA Fees	-	-	-	2,880	1,500	1,380	1,500	2,365	21.78%
Homeowner Recovery Fees	-	-	-	66	100	(34)	100	82	-19.51%
Taxi Ordinance Fees	-	-	-	250	300	(50)	300	305	-18.03%
A/C Boarding & Rabies Vac	-	-	-	4,256	2,150	2,106	2,150	3,278	29.84%
Dog Licenses	-	-	-	829	1,000	(172)	1,000	790	4.87%
Court Cost & Fees	-	-	-	2,972	3,200	(228)	3,200	2,415	23.05%
Finger Print/buy gold Fees	-	-	-	1,372	1,000	372	1,000	4,532	-69.73%
Purchases For Resale	-	-	-	59,505	62,190	(2,685)	62,190	39,974	48.86%
Interest Income	21,766	-	21,766	360,495	140,000	220,495	140,000	238,726	51.01%
Miscellaneous	6	-	6	76,982	12,000	64,982	12,000	30,077	155.95%
Sale of Fixed Assets	-	-	-	45,307	15,000	30,307	15,000	174,667	0.00%
Rental Income	5,128	-	5,128	103,495	100,800	2,695	100,800	105,043	-1.47%
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	-	-	-	-	108,100	(108,100)	108,100	-	0.00%
Grants /FEMA/Restricted	-	-	-	665,782	329,292	336,490	329,292	912,307	-27.02%
Powell Bill Appropriation	-	-	-	-	-	-	-	-	0.00%
Fund Balance Appropriated	-	-	-	-	3,457,852	-	3,457,852	-	0.00%
Total Revenues	\$ 498,128	728,278	\$ (230,150)	\$ 18,740,855	\$ 21,632,920	\$ 565,787	\$ 21,845,096	\$ 19,057,862	-1.66%
Prior YTD	\$ 1,057,008	\$ 709,777	\$ 347,231	\$ 19,057,862	\$ 19,858,741	(800,879)	\$ 20,076,137		



North Carolina Total Retirement Plans

North Carolina Department of State Treasurer
Retirement Systems Division
3200 Atlantic Ave, Raleigh, NC 27604
1-877-NCSECURE (1-877-627-3267) toll-free • Fax (919) 855-5800
www.mync Retirement.com

Dale R. Rowell, CPA
STATE TREASURER OF NORTH CAROLINA
DALE R. ROWELL, 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



TOWN OF KILL DEVIL HILLS

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2019

Reporting Period: July 1, 2019 to July 31, 2019 (FY 2017-18)

OUR CASH IN RESERVES...

CASH & INVESTMENTS BY FUND

Adjusted Balances on June 30, in whole dollars

GENERAL FUND	June 2018	June 2019
Operating & Investments	\$ 14,026,968	\$ 13,878,478
Powell Bill	32,385	38,117
Designated Street CRF	240,567	209,768
Petty Cash	1,700	1,700
TOTAL GENERAL FUND	\$ 14,301,620	\$ 14,128,063
CAPITAL RESERVE FUNDS	June 2018	June 2019
Shoreline Accesses	\$ 136,447	\$ 139,487
Recreation	90,783	92,805
CIP	-	-
Beach Nourishment	2,659,648	2,718,898
Sidwalk	52,815	45,710
TOTAL CAP RES FUNDS	\$ 2,939,693	\$ 2,996,900
OTHER FUNDS	June 2018	June 2019
Communications SRF	\$ -	\$ -
CPF - Public Works	-	4,418,365
CPF - Beach Nourishment	212,854	446,394
Fireman's Relief Fund	266,824	267,168
Water Enterprise	\$ 7,832,423	\$ 8,525,751
TOTAL OTHER FUNDS	\$ 8,312,101	\$ 13,657,678
GRAND TOTAL-ALL FUNDS	\$ 25,553,414	\$ 30,782,641

OUR CASH FLOWS...

REVENUES & EXPENSES BY FUND

GENERAL FUND	Comparison of FYTD %	
	Prior FYTD %	Current FYTD %
Fiscal Year Budget	\$ 20,560,402	\$ 22,223,742
Revenues Fiscal Year to Date	\$ 18,740,855	92.69%
Exp & Encumbrances FY to Date	\$ 19,094,797	89.26%
COMMUNICATIONS SPECIAL REVENUE FUND	FUND CLOSED	
Fiscal Year Budget	\$ -	\$ -
Revenues Fiscal Year to Date	\$ -	0.00%
Exp & Encumbrances FY to Date	\$ -	0.00%
WATER ENTERPRISE FUND	\$ 3,952,807	\$ 7,198,774
Revenues Fiscal Year to Date	\$ 4,301,332	101.71%
Exp & Encumbrances FY to Date	\$ 6,674,406	81.77%
WASTEWATER ENTERPRISE FUND	\$ 220,230	\$ 224,763
Revenues Fiscal Year to Date	\$ 190,542	103.38%
Exp & Encumbrances FY to Date	\$ 182,840	72.46%

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...

GENERAL FUND:	Comparison of FY %	
	Prior FY %	Current FY %
AD VALOREM PROPERTY TAX	\$ 8,546,651	\$ 8,703,775
Revenues this Month	\$ 40,947	0.57%
Revenues FYTD	\$ 8,834,724	100.60%
SALES & USE TAX	\$ 2,551,856	\$ 2,568,428
Revenues this Month	\$ 220,398	7.92%
Revenues FYTD	\$ 2,486,276	99.72%
OCCUPANCY TAX	\$ 2,694,061	\$ 2,746,497
Revenues this Month	\$ 207,065	7.03%
Revenues FYTD	\$ 2,313,687	87.63%
LAND TRANSFER TAX	\$ 600,000	\$ 672,000
Revenues this Month	\$ -	0.00%
Revenues FYTD	\$ 497,278	119.43%
BUILDING PERMIT FEES	\$ 200,000	\$ 200,000
Revenues this Month	\$ -	0.00%
Revenues FYTD	\$ 451,452	208.36%
INVESTMENT INCOME	\$ 130,500	\$ 140,000
Revenues this Month	\$ 21,766	12.12%
Revenues FYTD	\$ 360,495	182.93%
WATER ENTERPRISE FUND CUSTOMER-BASED REVENUES	\$ 3,623,000	\$ 3,726,816
Revenues this Month	\$ -	0.00%
Revenues FYTD	\$ 3,987,348	106.39%
* incl ytd sys dev fees	\$ 578,677	
WASTEWTR ENTERPRISE FUND CUSTOMER-BASED REVENUES	\$ 216,070	\$ 224,763
Revenues this Month	\$ -	0.00%
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	\$ -
Total Town	\$ 2,166,847,596	0.3809	\$ 8,253,522

** Does not include PP, Utilities, & MVT

EXPENDITURES AT A GLANCE...

GENERAL FUND DEPARTMENTS	Comparison of Monthly Expenses	
	Fiscal Year 2019	This Month's Expenses YTD
Administration	\$ 1,126,419	\$ 1,006,978
Building & Grounds	3,319,743	1,798,274
Beach Nourishment	1,295,672	1,149,086
Tax & Finance	1,746,542	1,334,679
MIS	423,398	359,872
Fleet Maintenance	414,264	399,758
Planning	852,011	687,458
Police	3,580,796	3,275,137
Animal Control	155,866	150,833
Fire	2,384,304	2,286,358
Ocean Rescue	604,325	499,657
Streets	2,926,590	2,732,214
Powell Bill	240,000	237,188
Solid Waste	3,153,812	2,974,757
Total	\$ 22,223,742	\$ 18,892,249
% of Annual Budget Expended		0.40%
WATER ENTERPRISE FUND	\$ 1,171,837	\$ 1,087,408
Water Administration	\$ 5,430,214	312,264
Water Plant	596,723	508,387
Water Systems	\$ 7,198,774	\$ 313,421
% of Annual Budget Expended		7.93%
WASTEWATER ENTERPRISE FUND	\$ 224,763	\$ 174,575
Wastewater Department	\$ 224,763	3,000
% of Annual Budget Expended		1.36%