



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

June 24, 2020

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Monthly Report – May 2020

Administration Department			
Administration Division			
Metric	Current Month May 2020	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)	0	6	8
Personnel Grievances Filed	0	0	0
Buildings and Grounds Division			
B & G Maintenance Expenditures	\$6,067	\$170,809	\$36,630
Access/Recreation Facility Expenditures	\$10,435	\$63,244	\$45,633
Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	88	742	770
Number of Vehicle Work Orders	53	765	767
Outsourced Vehicle Repairs	\$350	\$29,535	\$55,986
In-shop Vehicle Repairs	\$12,780	\$179,724	\$126,999



TOWN OF KILL DEVIL HILLS

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2020

Reporting Period: May 1, 2020 to May 31, 2020

OUR CASH IN RESERVES...		
CASH & INVESTMENTS BY FUND		
Balances on May 31, in whole dollars		
GENERAL FUND	May 2019	May 2020
Operating & Investments	\$ 15,546,904	\$ 15,047,970
Powell Bill	39,533	51,295
Designated Street CRF	557,850	140,297
Petty Cash	1,600	1,600
TOTAL GENERAL FUND	\$ 16,145,887	\$ 15,241,162
CAPITAL RESERVE FUNDS	May 2019	May 2020
Shoreline Accesses	\$ 138,882	\$ 110,241
Recreation	92,403	124,452
Beach Nourishment	2,707,116	2,851,198
Sidewalk	28,882	77,295
TOTAL CAP RES FUNDS	\$ 2,938,401	\$ 3,163,186
OTHER FUNDS	May 2019	May 2020
Equity Index Fund OPEB	\$ -	\$ 200,000
CPF- Public Works	4,560,227	1,680,437
CPF - Beach Nourishment	359,423	362,539
Fireman's Relief Fund	267,044	266,977
Water Enterprise	8,741,579	8,193,833
Wastewater Enterprise	\$ -	\$ 58,228
TOTAL OTHER FUNDS	\$ 13,928,273	\$ 10,762,014
GRAND TOTAL-ALL FUNDS	\$ 33,012,561	\$ 29,166,362

OUR CASH FLOWS...			
REVENUES & EXPENSES BY FUND		Comparison of FYTD %	
GENERAL FUND		Prior FYTD %	Current FYTD %
Fiscal Year Budget		\$ 20,497,221	\$ 22,154,776
Revenues Fiscal Year to Date	\$ 17,976,197	76.98%	81.14%
Expenses Fiscal Year to Date	\$ 17,242,081	78.90%	77.83%
Encumbrances	\$ 1,796,262		
WATER ENTERPRISE CAPITAL RESERVE FUND			
Fiscal Year Budget		\$ -	\$ -
Revenues Fiscal Year to Date	\$ -	0.00%	0.00%
Expenses Fiscal Year to Date	\$ -	0.00%	0.00%
WATER ENTERPRISE FUND			
Fiscal Year Budget		\$ 7,198,774	\$ 6,992,207
Revenues Fiscal Year to Date	\$ 3,705,522	54.45%	53.00%
Expenses Fiscal Year to Date	\$ 4,267,382	46.50%	61.03%
Encumbrances	\$ 1,671,250		
WASTEWATER ENTERPRISE FUND			
Fiscal Year Budget		\$ 224,763	\$ 233,760
Revenues Fiscal Year to Date	\$ 140,475	67.19%	60.09%
Expenses Fiscal Year to Date	\$ 153,170	58.39%	65.52%
Encumbrances	\$ 12,214		

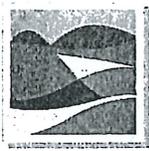
SPECIFIC REVENUE COLLECTIONS AT A GLANCE...			
	Comparison of FY %		
GENERAL FUND:	Prior FY %	Current FY %	
AD VALOREM PROPERTY TAX			
Fiscal Year Budget	\$ 8,703,775	\$ 9,341,880	
Revenues this Month	\$ 40,631	0.89%	0.43%
Revenues FYTD	\$ 9,226,066	100.28%	98.76%
SALES & USE TAX			
Fiscal Year Budget	\$ 2,568,428	\$ 2,765,966	
Revenues this Month	\$ 154,018	5.54%	5.57%
Revenues FYTD	\$ 2,208,805	80.77%	79.86%
OCCUPANCY TAX			
Fiscal Year Budget	\$ 2,746,497	\$ 2,797,243	
Revenues this Month	\$ 17,057	1.95%	0.61%
Revenues FYTD	\$ 1,993,990	72.26%	71.28%
LAND TRANSFER TAX			
Fiscal Year Budget	\$ 672,000	\$ 715,502	
Revenues this Month	\$ -	0.00%	0.00%
Revenues FYTD	\$ 564,154	74.00%	78.85%
BUILDING PERMIT FEES			
Fiscal Year Budget	\$ 200,000	\$ 325,000	
Revenues this Month	\$ 20,689	13.09%	6.37%
Revenues FYTD	\$ 301,711	196.54%	92.83%
INVESTMENT INCOME			
Fiscal Year Budget	\$ 140,000	\$ 200,000	
Revenues this Month	\$ 25,099	35.42%	12.55%
Revenues FYTD	\$ 329,843	241.95%	164.92%
WATER ENTERPRISE FUND CUSTOMER-BASED REVENUES			
Fiscal Year Budget	\$ 3,726,816	\$ 3,818,236	
Revenues this Month	\$ 314,999	9.83%	8.25%
Revenues FYTD	\$ 3,461,996	95.97%	90.67%
* incl ytd sys dev fees	\$ 277,700		
WASTEWTR ENTERPRISE FUND CUSTOMER-BASED REVENUES			
Fiscal Year Budget	\$ 224,763	\$ 233,760	
Revenues this Month	\$ 4,161	3.51%	1.78%
Revenues FYTD	\$ 139,616	67.19%	59.73%

OUR PROPERTY VALUES...			
PROPERTY	VALUATION	TAX RATE	TAX LEVY
Municipal Service District	\$ 153,768,900	0.330	\$ 507,437
All Oceanfront Property	\$0	0.400	\$ -
Non-Oceanfront Property	\$ -	0.400	\$ -
Total Town	\$ 2,051,389,150	0.400	\$ 8,205,557

EXPENDITURES AT A GLANCE...			
GENERAL FUND DEPARTMENTS	Comparison of Monthly Expenses		
	Fiscal Year 2020 Budget	This Month's Expenses May	YTD
Administration	\$ 1,230,520	\$ 94,508	\$ 957,291
Building & Grounds	2,975,272	391,801	2,208,280
Beach Nourishment	1,332,882	15	1,080,752
Tax & Finance	1,719,370	66,293	1,529,848
MIS	458,274	45,886	342,074
Fleet Maintenance	502,222	43,661	372,664
Planning	808,352	73,675	691,954
Police	3,964,784	431,783	3,315,824
Animal Control	164,898	14,635	147,270
Fire	2,477,027	194,261	2,188,362
Ocean Rescue	728,674	95,013	420,849
Streets	1,925,798	110,480	1,448,618
Powell Bill	240,000	3,840	228,894
Solid Waste	3,626,704	240,872	2,309,401
	\$ 22,154,777	\$ 1,806,723	\$ 17,242,081
% of Annual Budget Expended		8.81%	77.83%
WATER ENTERPRISE FUND			
Water Administration	\$ 1,285,276	\$ 53,616	\$ 1,161,776
Water Plant	4,013,649	233,956	2,601,777
Water Systems	1,693,282	66,325	503,829
	\$ 6,992,207	\$ 353,897	\$ 4,267,382
% of Annual Budget Expended		4.92%	61.03%
WASTEWATER ENTERPRISE FUND			
Wastewater Department	\$ 233,760	\$ 12,214	\$ 153,170
% of Annual Budget Expended		5.43%	65.52%

TOWN OF KILL DEVIL HILLS
Actual Revenues Compared To Budget
General Fund
MAY 2020 (FY 2019-20)

	Month Actual	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	\$ (52)	\$ 3,333	\$ (3,385)	\$ 29,295	\$ 36,667	\$ (7,372)	\$ 40,000	\$ 18,108	61.78%
Current Year Property Tax	11,620	20,000	(8,380)	8,425,845	8,457,666	(31,821)	8,502,666	7,953,860	5.93%
Current Year MSD Tax	348	-	348	512,100	514,214	(2,114)	514,214	506,866	1.03%
Motor Vehicle Taxes	28,663	27,100	1,563	288,121	298,100	(9,979)	325,000	269,572	6.88%
Tax Penalties and Interest	643	650	(7)	6,145	6,700	(555)	8,000	12,605	-51.25%
Business Registration	200	-	200	8,146	9,500	(1,354)	9,500	7,739	5.26%
Article 40 Sales Tax	26,190	31,073	(4,883)	264,889	279,654	(14,765)	372,873	244,263	8.44%
Article 42 Sales Tax	30,793	25,000	5,793	557,920	598,515	(40,595)	737,515	524,644	6.34%
1% Sales Tax	88,040	58,000	30,040	1,257,001	1,203,837	53,164	1,494,114	1,174,248	7.05%
MSD Sales Tax	8,995	13,455	(4,460)	128,995	121,099	7,896	161,464	131,314	-1.77%
Occupancy Tax	17,057	107,464	(90,407)	1,993,990	2,147,268	(153,278)	2,797,243	1,984,642	0.47%
Land Transfer Tax	-	-	-	564,154	536,627	27,527	715,502	497,278	0.00%
Solid Waste Disposal Tax	1,407	1,250	157	4,186	5,000	(814)	5,000	4,024	0.00%
Utilities/Gas Sales Tax	-	-	-	582,729	565,950	16,779	754,600	569,081	2.40%
Telecommunication Svc Ta:	-	-	-	39,672	46,350	(6,678)	61,800	45,268	-12.34%
Video Programng Tax*	-	-	-	116,131	120,750	(4,619)	161,000	116,659	-0.45%
PEG Channel Support	-	-	-	13,701	-	13,701	-	20,137	-31.96%
Wine & Beer Tax	31,252	30,000	1,252	31,252	30,000	1,252	30,000	31,162	0.00%
ABC Tax	-	-	-	19,176	14,250	4,926	19,000	18,902	0.00%
Mixed Beverage Tax	-	-	-	37,088	29,250	7,838	39,000	34,847	0.00%
Powell Bill	-	-	-	241,387	240,000	1,387	240,000	241,844	-0.19%
Drug Reimb/forfeiture.	-	-	-	1,710	-	1,710	-	1,322	29.33%
Building Permit Fees	20,689	27,083	(6,394)	301,710	297,917	3,793	325,000	393,090	-23.25%
Occupancy Permit & Fees	200	208	(8)	3,450	2,292	1,158	2,500	2,700	27.78%
Site Plan Review Fees	450	1,250	(800)	13,227	13,750	(523)	15,000	76,581	-82.73%
Other Planning Fees	400	333	67	7,506	3,667	3,839	4,000	4,588	63.60%
CAMA Fees	-	125	(125)	1,745	1,375	370	1,500	2,805	-37.79%
Homeowner Recovery Fees	3	8	(5)	59	92	(33)	100	59	0.00%
Taxi Ordinance Fees	-	25	(25)	90	275	(185)	300	220	-59.09%
A/C Boarding & Rabies Vac	50	180	(130)	1,613	1,980	(367)	2,150	3,587	-55.03%
Dog Licenses	25	83	(58)	730	917	(187)	1,000	726	0.55%
Court Cost & Fees	14	267	(254)	2,370	2,933	(563)	3,200	2,711	-12.58%
Finger Print/buy gold Fees	-	83	(83)	670	917	(247)	1,000	1,272	-47.33%
Purchases For Resale	8,841	5,182	3,659	63,183	57,008	6,175	62,190	39,710	59.11%
Interest Income	25,099	16,667	8,432	329,843	183,333	146,510	200,000	338,729	-2.62%
Miscellaneous	35,301	1,833	33,468	57,746	47,045	10,701	48,878	73,658	-21.60%
Sale of Fixed Assets	8,500	1,666	6,834	26,224	26,834	(610)	28,500	45,307	0.00%
Rental Income	10,916	10,797	119	118,674	118,764	(90)	129,561	94,960	24.97%
Contributions	-	-	-	1,200	1,100	100	1,100	132,700	-99.10%
Lease/ Note Proceeds	1,235,727	1,235,727	-	1,235,727	1,235,727	-	1,235,727	828,481	0.00%
Insurance Proceeds	-	-	-	106,157	47,409	58,748	47,409	-	0.00%
Water Fund Transfer	-	-	-	413,290	413,290	-	413,290	393,138	0.00%
CRF Transfer	-	-	-	-	78,708	(78,708)	133,938	-	0.00%
Grants & Restricted	95,000	-	95,000	167,349	110,349	57,000	205,349	539,054	-68.96%
Powell Bill Appropriation	-	-	-	-	-	-	-	-	0.00%
Fund Balance Appropriated	-	-	-	-	-	-	2,112,064	-	0.00%
Total Revenues	\$ 1,686,371	1,618,842	\$ 67,529	\$17,976,194	\$17,907,079	\$ 69,115	\$ 21,962,247	\$17,382,451	3.42%
Prior YTD	\$ 534,451	\$ 476,899	\$ 57,552	\$17,382,450	\$16,571,659	810,791	\$ 21,616,183		



North Carolina Total Retirement Plans



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

5/14/2020

92821 - TOWN OF KILL DEVIL HILLS
ATTN: CHIEF FINANCIAL OFFICER OR BUDGET ADMINISTRATOR
P.O. BOX 1719
KILL DEVIL HILLS, NC 27948

Dear 92821 - TOWN OF KILL DEVIL HILLS:

During the 2014 General Assembly session, contribution-based benefit cap legislation was enacted effective January 1, 2015. This legislation was created to control the practice of "pension spiking," in which a member's compensation substantially increases, resulting in a monthly retirement benefit that is significantly greater than the member and employer contributions would fund. The Contribution-Based Benefit Cap (CBBC) approach was created to protect each system for current and future retirees and to prevent all employers in the Retirement Systems from absorbing the additional liabilities caused by compensation decisions made by other employers. This legislation applies to members who retire on and after January 1, 2015, with an average final compensation of \$100,000 or higher (adjusted annually for inflation), and will directly impact only a small number of those individuals. It requires the member's last employer to pay the additional contribution required to fund the member's benefit in excess of the cap. [G.S. 135-5(a3); 135-4(jj); 128-27(a3); and 128-26(y)]

In order to assist employing agencies with planning and budgeting to comply with the CBBC provisions, we are required to report monthly to each employer a list of those members for whom the employer made a contribution to the Retirement System in the preceding month that are most likely to require an additional employer contribution should they elect to retire in the following 12 months. This letter and the attached report serve as our required monthly notification to your agency under this provision. [G.S. 135-8(f)(2)(f) and G.S.128-30(g)(2)(b)]

The chief financial officer of your agency is required to provide a copy of the attached report to the chief executive of your agency, as well as to the governing body, including any board which exercises financial oversight. Additionally, the chief financial officer of a public school system is required to provide a copy of the report to the local board of education and notify the board of county commissioners of the county in which the local administrative unit is located that the report was received and how many employees were listed in the report. [G.S. 115C-436(c); 135-8(j); and 128-30(j)]

For the purpose of determining the employees of your agency that are likely to require an additional employer contribution should they elect to retire in the following 12 months, the Retirement System modified the criteria used in the CBBC calculation. This allows for a broad list of potential employees, including those whose compensation average may approach the threshold and attempts to provide your agency with prior notification of a potential cost. The attached report

lists employees of your agency who may be eligible to retire in the next 13 months (at either a reduced or unreduced benefit), whose salary is \$95,000 or greater, and whose estimated monthly retirement benefit exceeds the CBBC based on information in the employee's most recent annual benefits statement. In addition, a lower CBBC Factor (i.e., TSERS is 4.2 and LGERS is 4.4) is applied.

This list is not exhaustive, and members included on this list may or may not exceed the CBBC upon retirement, depending on a number of factors such as the member's average final compensation, the member's age at retirement, and membership service. This is merely a notification of a potential cost that your agency may be required to pay, in the form of a lump-sum payment, due after the member retires.

For those employees hired on or after January 1, 2015, the employer is not required to pay the additional contribution to fund the member's benefit in excess of the Contribution-Based Benefit Cap. The employer has the option to pay all or part of the contribution required in excess of the CBBC; the employee also has the option to pay all or part of the contribution. However, should neither of you choose to pay this additional contribution, the employee's retirement benefit will be capped.

You can calculate the likelihood of whether the retirement benefit of a member listed on the attached report will exceed the CBBC with information available on our website at <https://www.myncretirement.com/employers/employer-training/pension-spiking>.

If you have any questions or need assistance in calculating the likelihood of a potential CBBC liability, please contact us at the address or telephone number listed below.

Sincerely,

Retirement Systems Division
N.C. Department of State Treasurer

623_PENSPK

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.myncreirement.com

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



CONTRIBUTION-BASED BENEFIT CAP REPORT

	Agency	Member ID	Name
Members Hired Before Jan 1, 2015	92821-TOWN OF KILL DEVIL HILLS	640076	

* PLEASE FORWARD TO YOUR CHIEF FINANCIAL OFFICER OR BUDGET ADMINISTRATOR

Planning and Inspections Department			
Metric	Current Month May 2020	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
Site Inspections	513	5,077	5,289
Plans Reviewed	3	68	104
Grant Applications Completed (Total)	-	\$11,113,100.00	-
KDH Portion (value applied for, not received)	-	\$2,500,000.00	-
Building Permits Issued	65	904	949
TOTAL Fees	\$21,339	\$299,391	\$503,625
Public Services Department – Utilities Division - Water			
Metric	Current Month May 2020	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
Gallons Consumed	33,525,000	337,848,000	347,052,000
Total # Work Orders Completed	202	2,337	2,772
Number of Water Taps Sold	2	47	58
Public Services Department – Utilities Division – Wastewater			
Residential wastewater allocation sold (gallons)	0	0	600
Residential wastewater allocation remaining (in gallons) (Original allocation: 13,500; revised to 19,480 in 11/2012)		2,440	2,440
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 May 2020	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	46
Asphalt Repair - Cold Patch (bags)	24	51	72
Public Services Department – Public Works Division – Solid Waste			
Metric	Current Month April 2020	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
SW- COMMERCIAL –Trips to Dare County Transfer Station **	36	518	513
SW- COMMERCIAL – Tonnage**	177.93	3,636.55	3,864.23
RESIDENTIAL – Trips to Dare County Transfer Station **	57	511	487
RESIDENTIAL – Tonnage **	406.68	3,933.77	3,914.37
RECYCLING – Trips to Dare County Recycling Center **	2	87	100
RECYCLING – Tonnage **	1.68	146.82	154.17
WHITE GOODS/METAL RECYCLED – Trips to Dare County Recycling **	7	64	56
WHITE GOODS/METAL RECYCLED – Tonnage **	20.97	191.09	165.02
C & D – Trips to Stumpy Point Landfill **	12	165	173
C & D – Tonnage **	42.12	767.72	838.14
Outer Banks Hauling # of stops **	18	981	969
Outer Banks Hauling – Tonnage **	19.27	266.35	240.77

** 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 May 2020	2020 Calendar Year to Date	2019 Calendar Year to Date
Total Number of Incidents	116	496	574
Total Number of Fires	1	11	10
Rescue & EMS	60	283	319
Hazardous Condition (no fire)	15	42	50
Service Call	9	56	102
Good Intent	16	55	52
False Alarm & False Call	15	48	41
Severe Weather/Natural Disaster	0	1	0
Average Response Time Overall	4:10 minutes	4:09 minutes	4:00 minutes
Average Response Time North of Colington Road	3:42 minutes	3:39 minutes	3:29 minutes
Average Response Time South of Colington Road	5:05 minutes	4:51 minutes	4:27 minutes
% 1 st Due Unit Arrival within 5 minutes Overall	79.11 %	77.94	83.36 %
% 1 st Due Unit Arrival within 5 minutes N of Colington Rd	95.45 %	90.17 %	93.79 %
% 1 st Due Unit Arrival within 5 minutes S of Colington Rd	47.83 %	59.87 %	74.60 %
Training Hours	590	2,892	4,788
Ocean Rescue – Beach Population	81,349	81,349	130,500
Ocean Rescue – Total Incidents	17	17	67
Ocean Rescue – Swimmer Assist/Rescues	6	6	40

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

*Ocean Rescue – figures represent then entire month of May (May 1-May 31)

Police Department			
Metric	Current Month May 2020	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
Dispatched Calls	1,641	15,679	17,942
Dispatched Calls per Patrol Officer	82	783	899
UCR Part 1 Crimes	29	376	522
Police Department – Animal Control Division			
Animal Impoundments	14	75	123
Civil Citations Issued	1	8	20
Non-dispatched Services	55	401	634