




TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

September 2, 2020

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager 

REF: Monthly Report – July 2020

Administration Department			
Administration Division			
Metric	Current Month July 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Personnel Turnover/Positions Vacated (does not include temporary positions; figures based on “effective” date)	0	0	1
Personnel Grievances Filed	0	0	0
Buildings and Grounds Division			
B & G Maintenance Expenditures	\$0	\$0	\$14
Access/Recreation Facility Expenditures	\$0	\$0	\$0
Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	105	105	40
Number of Vehicle Work Orders	68	68	85
Outsourced Vehicle Repairs	\$6,586	\$6,586	\$225
In-shop Vehicle Repairs	\$11,001	\$11,001	\$27,121

Planning and Inspections Department			
Metric	Current Month July 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Site Inspections	562	562	524
Plans Reviewed	6	6	4
Grant Applications Completed (Total)	-	-	-
KDH Portion (value applied for, not received)	-	-	-
Building Permits Issued	56	56	94
TOTAL Fees	\$22,510	\$22,510	\$15,966
Public Services Department – Utilities Division - Water			
Metric	Current Month July 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Gallons Consumed	61,318,000	61,318,000	56,673,000
Total # Work Orders Completed	203	203	296
Number of Water Taps Sold	2	2	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	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 July 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Public Services Department – Public Works Division – Streets			
Asphalt Repair - Hot Mix (tons)	0	0	0
Asphalt Repair - Cold Patch (bags)	1	1	2
Public Services Department – Public Works Division – Solid Waste			
Metric	Current Month June 2020	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
SW- COMMERCIAL – Trips to Dare County Transfer Station **	81	649	645
SW- COMMERCIAL – Tonnage**	595.22	4,535.37	4,828.69
RESIDENTIAL – Trips to Dare County Transfer Station **	69	643	610
RESIDENTIAL – Tonnage **	629.75	5,079.45	4,836.58
RECYCLING – Trips to Dare County Recycling Center **	13	111	122
RECYCLING – Tonnage **	18.38	174.95	188.87
WHITE GOODS/METAL RECYCLED – Trips to Dare County Recycling **	6	77	72
WHITE GOODS/METAL RECYCLED – Tonnage **	18.04	228.42	211.06
C & D – Trips to Stumpy Point Landfill **	21	211	214
C & D – Tonnage **	97.41	965.84	1,010.12
Outer Banks Hauling # of stops **	0	985	978
Outer Banks Hauling – Tonnage **	27.90	315.41	306.39

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

Fire Department - all training hours and incidents reporting are calculated on the <i>calendar year</i>.			
Metric	Current Month July 2020	2020 Calendar Year to Date	2019 Calendar Year to Date
Total Number of Incidents	210	873	962
Total Number of Fires	11	29	25
Rescue & EMS	113	475	517
Hazardous Condition (no fire)	13	72	80
Service Call	18	91	148
Good Intent	33	118	117
False Alarm & False Call	21	85	75
Severe Weather/Natural Disaster	1	3	0
Average Response Time Overall	4:15 minutes	4:09 minutes	4:00 minutes
Average Response Time North of Colington Road	3:33 minutes	3:41 minutes	3:32 minutes
Average Response Time South of Colington Road	5:06 minutes	4:50 minutes	4:29 minutes
% 1 st Due Unit Arrival within 5 minutes Overall	70.40 %	76.48 %	82.70 %
% 1 st Due Unit Arrival within 5 minutes N of Colington Rd	89.86 %	88.91 %	92.24 %
% 1 st Due Unit Arrival within 5 minutes S of Colington Rd	46.43 %	58.49 %	73.28 %
Training Hours	372	3,796	5,956
Ocean Rescue – Beach Population	408,098	817,194	581,705
Ocean Rescue – Total Incidents	302	468	457
Ocean Rescue – Swimmer Assist/Rescues	59	94	113

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

*Ocean Rescue – figures represent the entire month of July (July 1-July 31)

Police Department			
Metric	Current Month July 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Dispatched Calls	1,017	1,017	2,027
Dispatched Calls per Patrol Officer	51	51	101
UCR Part 1 Crimes	59	59	49
Police Department – Animal Control Division			
Animal Impoundments	8	8	22
Civil Citations Issued	2	2	2
Non-dispatched Services	54	54	50



TOWN OF KILL DEVIL HILLS

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2020

Reporting Period: July 1, 2020 to July 31, 2020 (FY 2019-20)

OUR CASH IN RESERVES...		
CASH & INVESTMENTS BY FUND		
Adjusted Balances on June 30, in whole dollars		
GENERAL FUND	June 2019	June 2020
Operating & Investments	\$ 13,878,478	\$ 15,580,581
Powell Bill	38,117	50,547
Designated Street CRF	209,768	105,938
Petty Cash	1,700	1,700
TOTAL GENERAL FUND	\$ 14,128,063	\$ 15,738,765
CAPITAL RESERVE FUNDS	June 2019	June 2020
Shoreline Accesses	\$ 139,487	\$ 110,697
Recreation	92,805	124,968
Beach Nourishment	2,718,898	2,475,674
Sidwalk	45,710	76,711
TOTAL CAP RES FUNDS	\$ 2,996,900	\$ 2,788,050
OTHER FUNDS	June 2019	June 2020
Equity Index Fund OPEB	\$ -	\$ 225,000
CPF- Public Works	4,418,365	1,237,772
CPF - Beach Nourishment	446,394	362,539
Fireman's Relief Fund	267,168	267,168
Water Cap Res Fund	-	308,200
Water/WW Enterprise	\$ 8,525,751	\$ 7,809,885
TOTAL OTHER FUNDS	\$ 13,657,678	\$ 10,210,564
GRAND TOTAL-ALL FUNDS	\$ 30,782,641	\$ 28,737,379

OUR CASH FLOWS...			
REVENUES & EXPENSES BY FUND		Comparison of FYTD %	
GENERAL FUND		Prior FYTD %	Current FYTD %
Fiscal Year Budget		\$ 22,223,742	\$ 22,551,582
Revenues Fiscal Year to Date	\$ 19,958,223	84.33%	88.50%
Exp & Encumbrances FY to Date	\$ 20,953,675	85.92%	92.91%
COMMUNICATIONS SPECIAL REVENUE FUND		FUND CLOSED	
Fiscal Year Budget		\$ -	\$ -
Revenues Fiscal Year to Date	\$ -	0.00%	0.00%
Exp & Encumbrances FY to Date	\$ -	0.00%	0.00%
WATER ENTERPRISE FUND			
Fiscal Year Budget		\$ 7,198,774	\$ 7,000,827
Revenues Fiscal Year to Date	\$ 4,308,343	59.75%	61.54%
Exp & Encumbrances FY to Date	\$ 6,316,746	92.72%	90.23%
WASTEWATER ENTERPRISE FUND			
Fiscal Year Budget		\$ 224,763	\$ 233,760
Revenues Fiscal Year to Date	\$ 180,042	84.77%	77.02%
Exp & Encumbrances FY to Date	\$ 177,501	81.35%	75.93%

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
** Does not include PP, Utilities, & MVT			

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	\$ 49,693	0.47%	0.53%
Revenues FYTD	\$ 9,313,498	101.50%	99.70%
SALES & USE TAX			
Fiscal Year Budget	\$ 2,568,428	\$ 2,765,966	
Revenues this Month	\$ 144,197	8.58%	5.21%
Revenues FYTD	\$ 2,530,319	96.80%	91.48%
OCCUPANCY TAX			
Fiscal Year Budget	\$ 2,746,497	\$ 2,797,243	
Revenues this Month	\$ 739,734	7.54%	26.45%
Revenues FYTD	\$ 2,740,880	84.24%	97.99%
LAND TRANSFER TAX			
Fiscal Year Budget	\$ 672,000	\$ 715,502	
Revenues this Month	\$ 155,500	0.00%	21.73%
Revenues FYTD	\$ 719,654	74.00%	100.58%
BUILDING PERMIT FEES			
Fiscal Year Budget	\$ 200,000	\$ 325,000	
Revenues this Month	\$ -	0.00%	0.00%
Revenues FYTD	\$ 339,247	225.73%	104.38%
INVESTMENT INCOME			
Fiscal Year Budget	\$ 140,000	\$ 200,000	
Revenues this Month	\$ 68,550	0.00%	34.28%
Revenues FYTD	\$ 398,393	257.50%	199.20%
WATER ENTERPRISE FUND CUSTOMER-BASED REVENUES			
Fiscal Year Budget	\$ 3,726,816	\$ 3,818,236	
Revenues this Month	\$ -	0.00%	0.00%
Revenues FYTD	\$ 3,823,394	106.99%	100.14%
* incl ytd sys dev fees	\$ 308,200		
WASTEWTR ENTERPRISE FUND CUSTOMER-BASED REVENUES			
Fiscal Year Budget	\$ 224,763	\$ 233,760	
Revenues this Month	\$ -	0.00%	0.00%
Revenues FYTD	\$ 179,790	84.77%	76.91%

EXPENDITURES AT A GLANCE...			
	Comparison of Monthly Expenses		
GENERAL FUND	Fiscal Year 2020	This Month's Expenses YTD	
DEPARTMENTS			
Administration	\$ 1,261,104	\$ -	\$ 1,103,488
Building & Grounds	3,016,135	-	2,478,997
Beach Nourishment	1,623,616	-	1,190,268
Tax & Finance	1,719,586	-	1,658,462
MIS	468,245	-	382,168
Fleet Maintenance	502,222	-	416,088
Planning	808,907	-	764,192
Police	3,977,177	-	3,638,746
Animal Control	165,898	-	164,258
Fire	2,479,567	-	2,402,499
Ocean Rescue	734,624	-	610,497
Streets	1,925,798	-	1,672,524
Powell Bill	240,000	-	229,850
Solid Waste	3,628,704	-	2,569,541
	\$ 22,551,583	\$ -	\$ 19,281,578
% of Annual Budget Expended		0.00%	85.50%
WATER ENTERPRISE FUND			
Water Administration	\$ 1,285,276	\$ -	\$ 1,231,257
Water Plant	4,021,576	-	2,988,441
Water Systems	1,693,975	-	802,542
	\$ 7,000,827	\$ -	\$ 5,022,240
% of Annual Budget Expended		0.00%	71.74%
WASTEWATER ENTERPRISE FUND			
Wastewater Department	\$ 233,760	\$ -	\$ 177,501
% of Annual Budget Expended		0.00%	75.93%

TOWN OF KILL DEVIL HILLS
Actual Revenues Compared To Budget
General Fund
JULY 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	\$ 24	\$ -	\$ 24	\$ 29,731	\$ 40,000	\$ (10,269)	\$ 40,000	\$ 20,954	41.89%
Current Year Property Tax	15,703	20,000	(4,297)	8,452,058	8,502,666	(50,608)	8,502,666	7,995,088	5.72%
Current Year MSD Tax	1,210	-	1,210	513,497	514,214	(717)	514,214	509,890	0.71%
Motor Vehicle Taxes	32,780	-	32,780	347,942	325,000	22,942	325,000	329,746	5.52%
Tax Penalties and Interest	879	650	229	7,873	8,000	(127)	8,000	15,075	-47.78%
Business Registration	-	-	-	8,171	9,500	(1,329)	9,500	8,424	-3.00%
Article 40 Sales Tax	25,743	31,073	(5,330)	320,341	341,800	(21,459)	372,873	305,136	4.98%
Article 42 Sales Tax	27,463	43,000	(15,537)	621,248	679,515	(58,267)	737,515	616,581	0.76%
1% Sales Tax	82,570	93,000	(10,430)	1,440,979	1,383,837	57,142	1,494,114	1,408,347	2.32%
MSD Sales Tax	8,421	13,455	(5,034)	147,750	148,009	(259)	161,464	156,214	-5.42%
Occupancy Tax	739,734	474,975	264,759	2,740,880	2,797,243	(56,363)	2,797,243	2,313,687	18.46%
Land Transfer Tax	155,500	178,875	(23,375)	719,654	715,502	4,152	715,502	497,278	0.00%
Solid Waste Disposal Tax	-	-	-	4,186	5,000	(814)	5,000	4,024	0.00%
Utilities/Gas Sales Tax	-	-	-	761,959	754,600	7,359	754,600	767,188	-0.68%
Telecommunication Svc Tax	-	-	-	52,618	61,800	(9,182)	61,800	59,209	-11.13%
Video Programng Tax*	-	-	-	145,827	161,000	(15,173)	161,000	156,262	-6.68%
PEG Channel Support	-	0	-	27,307	27,307	0	27,307	26,893	1.54%
Wine & Beer Tax	-	-	-	31,252	30,000	1,252	30,000	31,162	0.00%
ABC Tax	-	-	-	20,627	19,000	1,627	19,000	19,324	0.00%
Mixed Beverage Tax	-	-	-	41,167	39,000	2,167	39,000	39,623	0.00%
Powell Bill	-	-	-	241,387	240,000	1,387	240,000	241,844	-0.19%
Drug Reimb/forfeiture	-	-	-	2,115	-	2,115	-	1,393	51.81%
Building Permit Fees	-	-	-	339,247	325,000	14,247	325,000	451,453	-24.85%
Occupancy Permit & Fees	-	-	-	3,900	2,500	1,400	2,500	3,450	13.04%
Site Plan Review Fees	-	-	-	16,681	15,000	1,681	15,000	78,714	-78.81%
Other Planning Fees	-	-	-	7,506	4,000	3,506	4,000	5,388	39.31%
CAMA Fees	-	-	-	2,210	1,500	710	1,500	2,880	-23.26%
Homeowner Recovery Fees	-	-	-	66	100	(34)	100	66	0.00%
Taxi Ordinance Fees	-	-	-	95	300	(205)	300	250	-62.00%
A/C Boarding & Rabies Vac	-	-	-	1,698	2,150	(452)	2,150	4,258	-60.10%
Dog Licenses	-	-	-	788	1,000	(213)	1,000	829	-5.01%
Court Cost & Fees	140	-	140	2,564	3,200	(636)	3,200	2,972	-13.72%
Finger Print/buy gold Fees	-	-	-	670	1,000	(330)	1,000	1,372	-51.17%
Purchases For Resale	(13)	-	(13)	71,573	62,190	9,383	62,190	59,505	20.28%
Interest Income	68,550	-	68,550	398,393	200,000	198,393	200,000	360,495	10.51%
Miscellaneous	181	-	181	49,695	48,878	817	48,878	76,976	-35.44%
Sale of Fixed Assets	-	-	-	26,224	28,500	(2,276)	28,500	45,307	0.00%
Rental Income	-	-	-	124,308	129,561	(5,253)	129,561	103,495	20.11%
Contributions	-	-	-	1,200	1,100	100	1,100	132,700	-99.10%
Lease/ Note Proceeds	-	-	-	1,235,727	1,235,727	-	1,235,727	828,481	0.00%
Insurance Proceeds	-	-	-	97,537	94,477	3,060	94,477	-	0.00%
Water Fund Transfer	-	-	-	413,290	413,290	-	413,290	393,138	0.00%
CRF Transfer	-	-	-	-	424,672	(424,672)	424,672	-	0.00%
Grants & Restricted	62,567	-	62,567	250,444	237,047	13,397	237,047	665,782	-62.38%
Powell Bill Appropriation	-	-	-	-	-	-	-	-	0.00%
Fund Balance Appropriated	-	-	-	-	-	-	-	-	0.00%
Total Revenues	\$ 1,221,452	855,028	\$ 366,424	\$ 19,722,386	\$ 20,034,185	\$ (311,799)	\$ 20,246,990	\$ 18,740,851	5.24%
Prior YTD	\$ 498,128	\$ 728,278	\$ (230,150)	\$ 18,740,855	\$ 18,175,068	565,787	\$ 21,845,096		

North Carolina
Total Retirement Plans



North Carolina Department of State Treasurer
Retirement Systems Division

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

CONTRIBUTION-BASED BENEFIT CAP REPORT

Name

Member ID

Agency

Members
Hired Before
Jan 1, 2015

92821-TOWN OF KILL DEVIL HILLS

• PLEASE FORWARD TO YOUR CHIEF FINANCIAL OFFICER OR BUDGET ADMINISTRATOR

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