




TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

October 6, 2020

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager 

REF: Monthly Report – August 2020

Administration Department			
Administration Division			
Metric	Current Month August 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	\$6,769	\$6,769	\$14,021
Access/Recreation Facility Expenditures	\$5,766	\$5,766	\$4,305
Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	109	214	122
Number of Vehicle Work Orders	61	128	168
Outsourced Vehicle Repairs	\$0	\$6,586	\$825
In-shop Vehicle Repairs	\$13,255	\$24,256	\$42,957

Metric	Current Month August 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)	8	9	6
Public Services Department – Public Works Division – Solid Waste			
Metric	Current Month July 2020	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
SW- COMMERCIAL –Trips to Dare County Transfer Station **	87	87	82
SW- COMMERCIAL – Tonnage**	637.96	637.96	693.98
RESIDENTIAL – Trips to Dare County Transfer Station **	80	80	74
RESIDENTIAL – Tonnage **	679.71	679.71	612.39
RECYCLING – Trips to Dare County Recycling Center **	15	15	11
RECYCLING – Tonnage **	19.63	19.63	22.83
WHITE GOODS/METAL RECYCLED – Trips to Dare County Recycling **	7	7	6
WHITE GOODS/METAL RECYCLED – Tonnage **	20.12	20.12	16.53
C & D – Trips to Stumpy Point Landfill **	19	19	16
C & D – Tonnage **	85.21	85.21	67.64
Outer Banks Hauling # of stops **	0	996	972
Outer Banks Hauling – Tonnage **	25.48	25.48	36.71

** 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.

Planning and Inspections Department			
Metric	Current Month August 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Site Inspections	531	1,093	1,122
Plans Reviewed	13	19	11
Grant Applications Completed (Total)	\$119,692	\$119,692	-
KDH Portion (value applied for, not received)	\$29,923	\$29,923	-
Building Permits Issued	110	166	200
TOTAL Fees	\$36,584	\$59,094	\$52,488
Public Services Department – Utilities Division – Water			
Metric	Current Month August 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Gallons Consumed	52,044,000	113,362,000	106,116,000
Total # Work Orders Completed	345	548	606
Number of Water Taps Sold	2	4	12
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

Fire Department - all training hours and incidents reporting are calculated on the <i>calendar year</i>.			
Metric	Current Month August 2020	2020 Calendar Year to Date	2019 Calendar Year to Date
Total Number of Incidents	177	1,050	1,144
Total Number of Fires	2	31	28
Rescue & EMS	93	568	594
Hazardous Condition (no fire)	17	89	105
Service Call	19	110	172
Good Intent	17	135	140
False Alarm & False Call	29	114	97
Severe Weather/Natural Disaster	0	3	8
Average Response Time Overall	4:23 minutes	4:11 minutes	4:03 minutes
Average Response Time North of Colington Road	3:56 minutes	3:42 minutes	3:36 minutes
Average Response Time South of Colington Road	5:05 minutes	4:53 minutes	4:30 minutes
% 1 st Due Unit Arrival within 5 minutes Overall	66.99 %	75.30 %	81.76 %
% 1 st Due Unit Arrival within 5 minutes N of Colington Rd	82.54 %	88.12 %	90.79 %
% 1 st Due Unit Arrival within 5 minutes S of Colington Rd	45.00 %	56.80 %	71.91 %
Training Hours	464	4,260	6,421
Ocean Rescue – Beach Population			
Ocean Rescue – Beach Population	328,414	1,145,608	832,478
Ocean Rescue – Total Incidents	127	595	608
Ocean Rescue – Swimmer Assist/Rescues	33	127	157

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

*Ocean Rescue – figures represent the entire month of August

Police Department			
Metric	Current Month August 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Dispatched Calls	1,132	2,149	3,763
Dispatched Calls per Patrol Officer	57	108	188
UCR Part 1 Crimes	42	101	97
Police Department – Animal Control Division			
Animal Impoundments	7	15	27
Civil Citations Issued	0	2	3
Non-dispatched Services	55	109	84



TOWN OF KILL DEVIL HILLS

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2020

Reporting Period: Aug 1, 2020 to Aug 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	268,180
Water Cap Res Fund	-	308,200
Water/WW Enterprise	\$ 8,525,751	\$ 7,809,884
TOTAL OTHER FUNDS	\$ 13,657,678	\$ 10,211,575
GRAND TOTAL-ALL FUNDS	\$ 30,782,641	\$ 28,738,390

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	\$ 19,998,986	90.33%	88.68%
Exp & Encumbrances FY to Date	\$ 20,953,675	86.70%	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	\$ 4,603,261	67.99%	65.75%
Exp & Encumbrances FY to Date	\$ 6,316,416	93.30%	90.22%
WASTEWATER ENTERPRISE FUND			
Fiscal Year Budget		\$ 224,763	\$ 233,760
Revenues Fiscal Year to Date	\$ 192,466	90.36%	82.33%
Exp & Encumbrances FY to Date	\$ 177,501	81.47%	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...			
GENERAL FUND:	Comparison of FY %		
	Prior FY %	Current FY %	
AD VALOREM PROPERTY TAX			
Fiscal Year Budget	\$ 8,703,775	\$ 9,341,880	
Revenues this Month	\$ -	0.47%	0.00%
Revenues FYTD	\$ 9,313,498	101.50%	99.70%
SALES & USE TAX			
Fiscal Year Budget	\$ 2,568,428	\$ 2,765,966	
Revenues this Month	\$ 234,520	9.98%	8.48%
Revenues FYTD	\$ 2,764,839	106.78%	99.96%
OCCUPANCY TAX			
Fiscal Year Budget	\$ 2,746,497	\$ 2,797,243	
Revenues this Month	\$ -	21.02%	0.00%
Revenues FYTD	\$ 2,740,880	105.26%	97.99%
LAND TRANSFER TAX			
Fiscal Year Budget	\$ 672,000	\$ 715,502	
Revenues this Month	\$ -	33.01%	0.00%
Revenues FYTD	\$ 719,654	107.01%	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	\$ -	0.00%	0.00%
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	\$ 598,694	15.91%	15.68%
Revenues FYTD	\$ 4,113,888	122.90%	107.74%
WF CRF-System Dev Fees	\$ 308,200		
WASTEWTR ENTERPRISE FUND CUSTOMER-BASED REVENUES			
Fiscal Year Budget	\$ 224,763	\$ 233,760	
Revenues this Month	\$ 11,571	5.58%	4.95%
Revenues FYTD	\$ 191,361	90.36%	81.86%

EXPENDITURES AT A GLANCE...			
GENERAL FUND DEPARTMENTS	Comparison of Monthly Expenses		
	Fiscal Year 2020	This Month's Expenses YTD	
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
August 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	\$ -	\$ -	\$ -	\$ 29,731	\$ 40,000	\$ (10,269)	\$ 40,000	\$ 20,954	41.89%
Current Year Property Taxe	-	-	-	8,452,058	8,502,666	(50,608)	8,502,666	7,995,088	5.72%
Current Year MSD Tax	-	-	-	513,497	514,214	(717)	514,214	509,890	0.71%
Motor Vehicle Taxes	-	-	-	347,942	325,000	22,942	325,000	329,746	5.52%
Tax Penalties and Interest	-	-	-	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	30,781	31,073	(292)	351,122	372,873	(21,751)	372,873	335,749	4.58%
Article 42 Sales Tax	56,353	58,000	(1,647)	677,601	737,515	(59,914)	737,515	681,550	-0.58%
1% Sales Tax	133,690	110,277	23,413	1,574,669	1,494,114	80,555	1,494,114	1,554,278	1.31%
MSD Sales Tax	13,696	13,455	241	161,446	161,464	(18)	161,464	171,083	-5.63%
Occupancy Tax	-	-	-	2,740,880	2,797,243	(56,363)	2,797,243	2,891,081	-5.20%
Land Transfer Tax	-	-	-	719,654	715,502	4,152	715,502	719,137	0.00%
Solid Waste Disposal Tax	1,313	-	1,313	5,499	5,000	499	5,000	5,358	0.00%
Utilities/Gas Sales Tax	-	-	-	761,959	754,600	7,359	754,600	767,188	-0.68%
Telecommunication Svc Ta	-	-	-	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	-	-	-	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	340	-	340	2,550	1,500	1,050	1,500	2,880	-11.46%
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	4,256	-60.10%
Dog Licenses	-	-	-	788	1,000	(213)	1,000	829	-5.01%
Court Cost & Fees	-	-	-	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	-	-	-	71,573	62,190	9,383	62,190	59,505	20.28%
Interest Income	-	-	-	398,393	200,000	198,393	200,000	360,495	10.51%
Miscellaneous	-	-	-	49,695	48,878	817	48,878	73,703	-32.57%
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	106,681	16.52%
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	3,961	-	3,961	101,498	94,477	7,021	94,477	-	0.00%
Water Fund Transfer	-	-	-	413,290	413,290	-	413,290	393,138	0.00%
CRF Transfer	-	-	-	-	424,672	-	424,672	-	0.00%
Grants & Restricted	36,465	-	36,465	286,909	237,047	49,862	237,047	677,828	-57.67%
Powell Bill Appropriation	-	-	-	-	-	-	(424,672)	-	0.00%
Fund Balance Appropriated	-	-	-	-	-	-	-	-	0.00%
Total Revenues	\$ 276,599	212,805	\$ 63,794	\$ 19,998,986	\$ 20,246,990	\$ 176,668	\$ 19,822,318	\$ 19,809,779	0.96%
Prior YTD	\$ 1,068,925	\$ 208,676	\$ 860,249	\$ 19,809,779	\$ 19,308,473	501,306	\$ 22,766,324		



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.mynretirement.com



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

CONTRIBUTION-BASED BENEFIT CAP REPORT

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

• PLEASE FORWARD TO YOUR CHIEF FINANCIAL OFFICER OR BUDGET ADMINISTRATOR