



TOWN OF KILL DEVIL HILLS
Land Where Flight Began

MEMORANDUM

December 3, 2020

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Monthly Report – October 2020

Administration Department			
Administration Division			
Metric	Current Month October 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)`	1	2	2
Personnel Grievances Filed	0	0	0
Buildings and Grounds Division			
B & G Maintenance Expenditures	\$1,009	\$7,779	\$21,230
Access/Recreation Facility Expenditures	\$5,340	\$11,107	\$20,048
Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	67	367	239
Number of Vehicle Work Orders	58	245	318
Outsourced Vehicle Repairs	\$4,942	\$12,549	\$10,819
In-shop Vehicle Repairs	\$12,290	\$47,375	\$76,504

Planning and Inspections Department			
Metric	Current Month October 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Site Inspections	584	2208	1,136
Plans Reviewed	10	41	22
Grant Applications Completed (Total)	\$0	\$1,086,834	\$122,150
KDH Portion (value applied for, not received)	\$0	\$329,923	\$30,550
Building Permits Issued	81	369	297
TOTAL Fees	\$41,010	\$194,692	\$110,076
Public Services Department – Utilities Division – Water			
Metric	Current Month October 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Gallons Consumed	34,953,000	192,385,000	172,021,000
Total # Work Orders Completed	248	1125	1047
Number of Water Taps Sold	3	12	18
Public Services Department – Utilities Division – Wastewater			
Residential wastewater allocation sold (gallons)	0	360	0
Residential wastewater allocation remaining (in gallons) (Original allocation: 13,500; revised to 19,480 in 11/2012)		2,080	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 October 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)	19	19	0
Asphalt Repair - Cold Patch (bags)	1	10	6
Public Services Department – Public Works Division – Solid Waste			
Metric	Current Month September 2020	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
SW- COMMERCIAL –Trips to Dare County Transfer Station **	70	236	215
SW- COMMERCIAL – Tonnage**	494.07	1733.31	1782.40
RESIDENTIAL – Trips to Dare County Transfer Station **	66	211	194
RESIDENTIAL – Tonnage **	533.23	1814.15	1616.26
RECYCLING – Trips to Dare County Recycling Center **	14	41	30
RECYCLING – Tonnage **	24.46	66.72	56.85
WHITE GOODS/METAL RECYCLED – Trips to Dare County Recycling **	8	21	19
WHITE GOODS/METAL RECYCLED – Tonnage **	23.75	62.67	54.18
C & D – Trips to Stumpy Point Landfill **	16	51	47
C & D – Tonnage **	66.92	221.32	206.07
Outer Banks Hauling # of stops **	9	1012	978
Outer Banks Hauling – Tonnage **	30.73	81.00	109.46

** 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 October 2020	2020 Calendar Year to Date	2019 Calendar Year to Date
Total Number of Incidents	141	1,345	1,428
Total Number of Fires	4	36	30
Rescue & EMS	73	712	744
Hazardous Condition (no fire)	19	123	128
Service Call	16	155	214
Good Intent	14	171	172
False Alarm & False Call	15	145	119
Severe Weather/Natural Disaster	0	3	21
Average Response Time Overall	4:18 minutes	4:09 minutes	4:05 minutes
Average Response Time North of Colington Road	3:34 minutes	3:41 minutes	3:36 minutes
Average Response Time South of Colington Road	4:48 minutes	4:48 minutes	4:35 minutes
% 1 st Due Unit Arrival within 5 minutes Overall	83.33%	76.74%	80.12%
% 1 st Due Unit Arrival within 5 minutes N of Colington Rd	89.36%	88.15%	91.10%
% 1 st Due Unit Arrival within 5 minutes S of Colington Rd	75.68%	60.15%	68.77%
Training Hours	1,251	6,312	7,645
Ocean Rescue – Beach Population	75,621	1,386,000	1,105,308
Ocean Rescue – Total Incidents	36	688	667
Ocean Rescue – Swimmer Assist/Rescues	12	156	182

All information above is calculated on the calendar year.

Police Department			
Metric	Current Month October 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Dispatched Calls	1722	7205	6738
Dispatched Calls per Patrol Officer	86	360	336
UCR Part 1 Crimes	32	174	185
Police Department – Animal Control Division			
Animal Impoundments	12	40	42
Civil Citations Issued	1	3	4
Non-dispatched Services	48	220	150



TOWN OF KILL DEVIL HILLS

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2021

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

OUR CASH IN RESERVES...

CASH & INVESTMENTS BY FUND

Balances on October 31, 2020 in whole dollars

GENERAL FUND	Oct 2019	Oct 2020
Operating	\$ 15,026,633	\$ 14,769,331
Powell Bill	157,412	157,822
Designated Street CRF	639,000	763,957
Petty Cash	1,700	1,700
TOTAL GENERAL FUND	\$ 15,824,745	\$ 15,692,810
CAPITAL RESERVE FUNDS	Oct 2019	Oct 2020
Shoreline Accesses	\$ 149,769	\$ 110,633
Recreation	103,000	124,896
Beach Nourishment	2,724,023	2,474,246
Sidewalks	79,218	236,172
TOTAL CAP RES FUNDS	\$ 3,056,010	\$ 2,945,947
OTHER FUNDS	Oct 2019	Oct 2020
Equity Index Fund OPEB	\$ -	\$ 218,734
Public Works CPF	3,753,054	781,585
Beach Nourishment CPF	362,538	370,910
Fireman's Relief Fund	280,070	255,183
Water Enterprise	8,863,245	8,600,523
Water Cap Res Fund	-	435,967
WW Cap Reserve Fund	-	4,438
TOTAL OTHER FUNDS	\$ 13,258,907	\$ 10,667,340
GRAND TOTAL-ALL FUNDS	\$ 32,139,662	\$ 29,306,096

OUR CASH FLOWS...

REVENUES & EXPENSES BY FUND

GENERAL FUND			Prior FYTD %	Current FYTD %
Fiscal Year Budget			\$ 19,744,109	\$ 19,968,270
Revenues Fiscal Year to Date	\$	3,841,538	28.93%	19.24%
Expenses Fiscal Year to Date	\$	7,042,657	28.33%	35.27%
WATER ENTERPRISE FUND				
Fiscal Year Budget			\$ 3,951,986	\$ 4,036,741
Revenues Fiscal Year to Date	\$	1,946,800	32.33%	48.23%
Expenses Fiscal Year to Date	\$	1,153,726	33.61%	28.58%
WASTEWATER ENTERPRISE FUND				
Fiscal Year Budget			\$ 225,495	\$ 221,615
Revenues Fiscal Year to Date	\$	62,383	22.44%	28.15%
Expenses Fiscal Year to Date	\$	61,493	29.29%	27.75%

OUR PROPERTY VALUES...

PROPERTY	VALUATION	TAX RATE	TAX LEVY
Municipal Service District	\$ 202,546,600	0.240	\$ 486,112
All Oceanfront Property	\$0	0.320	\$ -
Non-Oceanfront Property	\$ -	0.320	\$ -
Total Town	\$ 2,761,664,900	0.320	\$ 8,837,328

** Does not include PP, Utilities, & MVT

EXPENDITURES AT A GLANCE...

GENERAL FUND DEPARTMENTS	Comparison of Monthly Expenses		
	Fiscal Year 2021 Budget	This Month's Expenses Oct	YTD
Administration	\$ 1,241,595	\$ 123,447	\$ 393,884
Building & Grounds	1,937,320	210,695	612,704
Beach Nourishment	1,222,434	26,922	53,968
Tax & Finance	1,591,282	203,066	626,028
MIS	346,622	20,871	178,997
Fleet Maintenance	482,671	48,804	218,867
Planning	918,625	91,910	279,808
Police	3,800,340	407,248	1,302,451
Animal Control	165,565	18,334	63,282
Fire	2,576,342	311,632	888,901
Ocean Rescue	691,556	57,540	365,521
Streets	1,902,519	112,490	525,225
Powell Bill	240,000	1,835	6,888
Solid Waste	2,853,112	229,932	1,526,133
	\$ 19,969,983	\$ 1,864,726	\$ 7,042,657
% of Annual Budget Expended		9.34%	35.27%
WATER ENTERPRISE FUND			
Water Administration	\$ 1,281,467	\$ 101,877	\$ 322,102
Water Plant	1,966,943	161,855	446,185
Water Systems	788,331	148,777	385,439
	\$ 4,036,741	\$ 412,509	\$ 1,153,726
% of Annual Budget Expended		10.22%	28.58%
WASTEWATER ENTERPRISE FUND			
Wastewater Department	\$ 221,615	\$ 34,146	\$ 61,493
% of Annual Budget Expended		15.41%	27.75%

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...

	Comparison of FY %	
	Prior FY %	Current FY %
AD VALOREM PROPERTY TAX Incl MSD		
Fiscal Year Budget	\$ 9,341,880	\$ 9,470,709
Revenues this month	\$ 2,146,502	9.88%
Revenues FYTD	\$ 2,264,387	28.52%
SALES & USE TAX		
Fiscal Year Budget	\$ 2,765,966	\$ 2,714,427
Revenues this month	\$ 431,317	13.97%
Revenues FYTD	\$ 837,259	26.66%
OCCUPANCY TAX		
Fiscal Year Budget	\$ 2,797,243	\$ 2,473,914
Revenues this month	\$ 802,794	27.95%
Revenues FYTD	\$ 1,684,478	50.25%
LAND TRANSFER TAX		
Fiscal Year Budget	\$ 715,502	\$ 625,000
Revenues this month	\$ 373,386	27.07%
Revenues FYTD	\$ 373,386	27.07%
BUILDING PERMIT FEES		
Fiscal Year Budget	\$ 325,000	\$ 325,000
Revenues this month	\$ 36,535	12.35%
Revenues FYTD	\$ 119,922	31.23%
INVESTMENT INCOME		
Fiscal Year Budget	\$ 200,000	\$ 140,000
Revenues this month	\$ -	21.23%
Revenues FYTD	\$ (19,966)	48.52%
WATER ENTERPRISE FUND CUSTOMER-BASED REVENUES		
Fiscal Year Budget	\$ 3,818,236	\$ 3,927,491
Revenues this month	\$ 250,433	7.61%
Revenues FYTD	\$ 1,720,741	30.16%
WF System Dev Fees YTD	\$ 126,900	
WASTEWATER ENTERPRISE FUND CUSTOMER-BASED REVENUES		
Fiscal Year Budget	\$ 225,495	\$ 221,615
Revenues this month	\$ (674)	0.39%
Revenues FYTD	\$ 62,392	22.44%
WWF Sys Dev Fees YTD	\$ 4,432	

TOWN OF KILL DEVIL HILLS
Actual Revenues Compared To Budget
General Fund
October 2020 (FY 2020-21)

	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	\$ 3,611	\$ 3,334	\$ 277	\$ 29,344	\$ 13,336	\$ 16,008	\$ 40,000	\$ 18,123	61.92%
Current Year Property Tax:	2,001,891	2,000,000	1,891	2,051,123	2,000,000	51,123	8,675,374	2,398,022	-14.47%
Current Year MSD Tax	110,229	29,000	81,229	111,014	29,000	82,014	495,335	171,783	-35.38%
Motor Vehicle Taxes	34,382	25,000	9,382	102,250	100,000	2,250	300,000	94,304	8.43%
Tax Penalties and Interest	(21)	650	(671)	3,752	1,950	1,802	8,000	(1,190)	-415.32%
Business Registration	75	-	75	6,402	7,000	(598)	7,000	7,236	-11.53%
Article 40 Sales Tax	34,699	29,951	4,748	71,519	59,899	11,620	359,379	61,988	15.38%
Article 42 Sales Tax	126,714	125,385	1,329	241,724	225,385	16,339	709,385	213,769	13.08%
1% Sales Tax	245,017	210,000	35,017	475,708	411,953	63,755	1,489,067	418,683	13.62%
MSD Sales Tax	24,887	13,050	11,837	48,309	26,100	22,209	156,596	43,071	12.16%
Occupancy Tax	802,794	487,296	315,498	1,684,478	1,066,759	617,719	2,473,914	1,405,711	19.83%
Land Transfer Tax	373,386	156,250	217,136	373,386	156,250	217,136	625,000	193,702	92.76%
Solid Waste Disposal Tax	-	-	-	-	1,309	(1,309)	5,239	-	0.00%
Utilities/Gas Sales Tax	-	-	-	153,519	196,841	(43,322)	787,361	165,064	-6.99%
Telecommunication Svc Tax	-	-	-	7,268	12,431	(5,163)	49,730	13,326	-45.46%
Video Programng Tax*	-	-	-	33,402	38,786	(5,384)	155,141	33,769	-1.09%
PEG Channel Support	-	-	-	6,803	-	6,803	-	6,757	0.68%
Wine & Beer Tax	-	-	-	-	-	-	31,162	-	0.00%
ABC Tax	5,682	4,856	826	5,682	4,856	826	19,421	6,510	-12.72%
Mixed Beverage Tax	6,283	9,750	(3,467)	6,283	9,750	(3,467)	39,000	14,424	-56.44%
Powell Bill	-	-	-	114,185	120,000	(5,815)	240,000	120,894	-5.39%
Drug Reimb/forfeiture.	20	-	20	174	-	174	-	949	-81.66%
Building Permit Fees	36,535	27,083	9,452	119,922	108,336	11,586	325,000	101,504	18.15%
Occupancy Permit & Fees	200	209	(9)	1,500	834	666	2,500	1,700	-11.76%
Site Plan Review Fees	4,275	1,250	3,025	72,770	5,000	67,770	15,000	4,672	1457.57%
Other Planning Fees	1,121	333	788	2,821	1,334	1,487	4,000	2,700	4.48%
CAMA Fees	100	125	(25)	855	500	355	1,500	655	30.53%
Homeowner Recovery Fees	5	10	(5)	24	36	(12)	100	15	60.00%
Taxi Ordinance Fees	10	25	(15)	25	100	(75)	300	60	-58.33%
A/C Boarding & Rabies Vac	450	180	270	1,769	720	1,049	2,150	1,235	43.24%
Dog Licenses	18	83	(66)	98	336	(239)	1,000	203	-51.97%
Court Cost & Fees	297	267	30	927	1,068	(141)	3,200	991	-6.46%
Finger Print/buy gold Fees	10	84	(74)	30	336	(306)	1,000	270	-88.89%
Purchases For Resale	5,299	5,433	(134)	28,612	21,726	6,886	65,190	23,772	20.36%
Interest Income	-	11,667	(11,667)	(19,966)	46,664	(66,630)	140,000	97,044	-120.57%
Miscellaneous	7,310	1,833	5,477	14,198	7,336	6,862	22,000	12,014	18.18%
Sale of Fixed Assets	435	1,668	(1,233)	6,754	6,669	85	20,000	2,320	191.12%
Rental Income	5,634	10,797	(5,163)	43,766	43,185	581	129,561	42,523	2.92%
Contributions	-	-	-	345	-	345	-	1,100	-68.64%
Lease/ Note Proceeds	-	-	-	-	-	-	-	-	0.00%
Insurance Proceeds	3,160	-	3,160	22,076	-	22,076	-	9,674	128.20%
Water Fund Transfer	-	-	-	-	-	-	437,727	-	0.00%
CRF Transfer	-	-	-	-	-	-	-	-	0.00%
Grants & Restricted	7,155	-	7,155	23,778	31,618	(7,840)	163,743	23,125	2.82%
Powell Bill Appropriation	-	-	-	-	-	-	-	-	0.00%
Fund Balance Appropriated	-	-	-	-	-	-	1,968,195	-	0.00%
Total Revenues	\$ 3,841,663	3,155,569	\$ 686,094	\$ 5,846,627	\$ 4,757,403	\$ 1,089,224	\$ 19,968,270	\$ 5,712,272	2.35%
Prior YTD	\$ 2,412,775	\$ 2,285,798	\$ 126,977	\$ 5,712,269	\$ 5,967,250	(254,981)	\$ 19,744,109		



North Carolina Total Retirement Plans

North Carolina Department of State Treasurer
Retirement Systems Division
3200 Atlantic Ave, Raleigh, NC 27604
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Dale R. Foilwell, CPA
STATE TREASURER OF NORTH CAROLINA
DALE R. FOILWELL, 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

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