



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

January 4, 2021

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Monthly Report – November 2020

Administration Department			
Administration Division			
Metric	Current Month November 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	3	2
Personnel Grievances Filed	0	0	0
Buildings and Grounds Division			
B & G Maintenance Expenditures	\$125	\$7,904	\$26,001
Access/Recreation Facility Expenditures	\$573	\$11,680	\$20,574
Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	72	439	300
Number of Vehicle Work Orders	45	290	380
Outsourced Vehicle Repairs	\$27	\$12,576	\$12,811
In-shop Vehicle Repairs	\$10,341	\$57,716	\$94,761

Planning and Inspections Department			
Metric	Current Month November 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Site Inspections	517	2725	1,682
Plans Reviewed	10	51	24
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	71	440	383
TOTAL Fees	\$28,199	\$222,892	\$164,157
Public Services Department – Utilities Division – Water			
Metric	Current Month November 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Gallons Consumed	27,528,000	219,913,000	197,210,000
Total # Work Orders Completed	147	1272	1234
Number of Water Taps Sold	3	15	26
Public Services Department – Utilities Division – Wastewater			
Residential wastewater allocation sold (gallons)	360	720	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 November 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	19	0
Asphalt Repair - Cold Patch (bags)	0	10	6
Public Services Department – Public Works Division – Solid Waste			
Metric	Current Month October 2020	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
SW- COMMERCIAL –Trips to Dare County Transfer Station **	66	302	269
SW- COMMERCIAL – Tonnage**	431.52	2164.83	2144.07
RESIDENTIAL – Trips to Dare County Transfer Station **	54	265	248
RESIDENTIAL – Tonnage **	430.64	2244.79	1997.83
RECYCLING – Trips to Dare County Recycling Center **	9	50	37
RECYCLING – Tonnage **	8.52	75.24	63.76
WHITE GOODS/METAL RECYCLED – Trips to Dare County Recycling **	9	30	30
WHITE GOODS/METAL RECYCLED – Tonnage **	28.33	91.00	87.05
C & D – Trips to Stumpy Point Landfill **	20	71	70
C & D – Tonnage **	89.08	310.40	306.82
Outer Banks Hauling # of stops **	(-)12	1000	989
Outer Banks Hauling – Tonnage **	30.12	111.12	134.52

** 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 November 2020	2020 Calendar Year to Date	2019 Calendar Year to Date
Total Number of Incidents	103	1,448	1,538
Total Number of Fires	0	36	31
Rescue & EMS	46	758	800
Hazardous Condition (no fire)	12	135	140
Service Call	14	169	227
Good Intent	17	188	185
False Alarm & False Call	14	159	134
Severe Weather/Natural Disaster	0	3	21
Average Response Time Overall	4:24 minutes	4:10 minutes	4:06 minutes
Average Response Time North of Colington Road	3:50 minutes	3:42 minutes	3:36 minutes
Average Response Time South of Colington Road	4:51 minutes	4:48 minutes	4:36 minutes
% 1 st Due Unit Arrival within 5 minutes Overall	75.00 %	76.58 %	78.90 %
% 1 st Due Unit Arrival within 5 minutes N of Colington Rd	92.00 %	88.50 %	91.32 %
% 1 st Due Unit Arrival within 5 minutes S of Colington Rd	61.29 %	60.26 %	66.41 %
Training Hours	531	6,843	8,401
Ocean Rescue – Beach Population	Will Resume in the Spring	1,386,000	1,105,308
Ocean Rescue – Total Incidents		688	667
Ocean Rescue – Swimmer Assist/Rescues		156	182

All information above is calculated on the calendar year.

Police Department			
Metric	Current Month November 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Dispatched Calls	1605	8810	7936
Dispatched Calls per Patrol Officer	80	440	396
UCR Part 1 Crimes	21	195	217
Police Department – Animal Control Division			
Animal Impoundments	5	45	44
Civil Citations Issued	1	4	4
Non-dispatched Services	46	309	236



TOWN OF KILL DEVIL HILLS

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2021

Reporting Period: November 1, 2020 to November 30, 2020

OUR CASH IN RESERVES...

CASH & INVESTMENTS BY FUND

Balances on November 30, 2020 in whole dollars

GENERAL FUND	Nov 2019	"Nov 2020
Operating	\$ 14,974,661	\$ 15,532,454
Powell Bill	(35,325)	156,047
Designated Street CRF	807,951	761,479
Petty Cash	1,700	1,700
TOTAL GENERAL FUND	\$ 15,748,987	\$ 16,451,680
CAPITAL RESERVE FUNDS	Nov 2019	"Nov 2020
Shoreline Accesses	\$ 170,482	\$ 110,780
Recreation	123,516	125,062
Beach Nourishment	2,735,465	2,477,895
Sidewalks	146,497	185,785
TOTAL CAP RES FUNDS	\$ 3,175,960	\$ 2,899,522
OTHER FUNDS	Nov 2019	"Nov 2020
Equity Index Fund OPEB	\$ -	\$ 218,734
Public Works CPF	3,285,379	782,175
Beach Nourishment CPF	362,538	370,910
Fireman's Relief Fund	264,956	239,319
Water Enterprise	8,699,461	8,718,689
Water Cap Res Fund	-	472,060
WW Cap Reserve Fund	-	8,877
TOTAL OTHER FUNDS	\$ 12,612,334	\$ 10,810,763
GRAND TOTAL-ALL FUNDS	\$ 31,537,281	\$ 30,161,965

OUR CASH FLOWS...

REVENUES & EXPENSES BY FUND

GENERAL FUND	Comparison of FYTD %	
	Prior FYTD %	Current FYTD %
Fiscal Year Budget	\$ 20,486,667	\$ 22,248,510
Revenues Fiscal Year to Date	\$ 7,661,290	34.31%
Expenses Fiscal Year to Date	\$ 8,101,269	33.97%
WATER ENTERPRISE FUND		
Fiscal Year Budget	\$ 6,403,237	\$ 5,331,247
Revenues Fiscal Year to Date	\$ 1,903,939	28.84%
Expenses Fiscal Year to Date	\$ 1,439,994	26.93%
WASTEWATER ENTERPRISE FUND		
Fiscal Year Budget	\$ 233,760	\$ 221,615
Revenues Fiscal Year to Date	\$ 61,236	26.14%
Expenses Fiscal Year to Date	\$ 69,753	32.90%

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	\$ 921,915	5.84%
Revenues FYTD	\$ 3,186,301	34.35%
SALES & USE TAX		
Fiscal Year Budget	\$ 2,765,966	\$ 2,714,427
Revenues this month	\$ 392,315	12.93%
Revenues FYTD	\$ 1,229,576	39.59%
OCCUPANCY TAX		
Fiscal Year Budget	\$ 2,797,243	\$ 2,473,914
Revenues this month	\$ 374,397	9.19%
Revenues FYTD	\$ 2,058,875	59.45%
LAND TRANSFER TAX		
Fiscal Year Budget	\$ 715,502	\$ 625,000
Revenues this month	\$ -	0.00%
Revenues FYTD	\$ 373,386	27.07%
BUILDING PERMIT FEES		
Fiscal Year Budget	\$ 325,000	\$ 325,000
Revenues this month	\$ 24,930	16.05%
Revenues FYTD	\$ 144,853	47.28%
INVESTMENT INCOME		
Fiscal Year Budget	\$ 200,000	\$ 140,000
Revenues this month	\$ 3,786	39.04%
Revenues FYTD	\$ 8,032	87.57%
WATER ENTERPRISE FUND CUSTOMER-BASED REVENUES		
Fiscal Year Budget	\$ 3,818,236	\$ 3,927,491
Revenues this month	\$ 540,404	13.93%
Revenues FYTD	\$ 1,662,452	44.09%
WF System Dev Fees YTD	\$ 162,900	
WASTEWATER ENTERPRISE FUND CUSTOMER-BASED REVENUES		
Fiscal Year Budget	\$ 225,495	\$ 221,615
Revenues this month	\$ 11,200	4.61%
Revenues FYTD	\$ 61,168	27.09%
WWF Sys Dev Fees YTD	\$ 8,863	

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
1 cent town wide generates \$285,052			
** 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 Nov YTD
Administration	\$ 1,269,300	\$ 66,531
Building & Grounds	2,083,054	42,077
Beach Nourishment	1,649,788	20,816
Tax & Finance	1,591,282	67,120
MIS	357,991	36,508
Fleet Maintenance	525,880	35,873
Planning	919,648	52,182
Police	3,850,042	230,572
Animal Control	165,565	11,081
Fire	2,576,342	132,593
Ocean Rescue	743,983	17,585
Streets	2,596,732	88,798
Powell Bill	240,000	1,848
Solid Waste	3,678,903	255,029
	\$ 22,248,510	\$ 1,058,613
% of Annual Budget Expended		4.76%
WATER ENTERPRISE FUND		
Water Administration	\$ 1,281,467	\$ 42,529
Water Plant	2,777,810	128,634
Water Systems	1,271,969	115,105
	\$ 5,331,246	\$ 286,268
% of Annual Budget Expended		5.37%
WASTEWATER ENTERPRISE FUND		
Wastewater Department	\$ 221,615	\$ 8,259
		\$ 69,752
% of Annual Budget Expended		3.73%

TOWN OF KILL DEVIL HILLS
Actual Revenues Compared To Budget
General Fund
November 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	\$ 724	\$ 3,333	\$ (2,609)	\$ 30,068	\$ 16,669	\$ 13,399	\$ 40,000	\$ 23,301	29.04%
Current Year Property Tax:	837,779	750,000	87,779	2,888,902	2,750,000	138,902	8,675,374	2,882,080	0.24%
Current Year MSD Tax	53,000	130,000	(77,000)	164,013	159,000	5,013	495,335	203,085	-19.24%
Motor Vehicle Taxes	31,136	25,000	6,136	133,386	125,000	8,386	300,000	124,062	7.52%
Tax Penalties and Interest	(347)	650	(997)	3,405	2,600	805	8,000	(840)	-505.40%
Business Registration	90	-	90	6,492	7,000	(508)	7,000	7,436	-12.69%
Article 40 Sales Tax	32,236	29,948	2,288	103,756	89,847	13,909	359,379	92,230	12.50%
Article 42 Sales Tax	114,656	95,000	19,656	356,380	320,385	35,995	709,385	317,156	12.37%
1% Sales Tax	222,786	214,424	8,362	698,494	626,377	72,117	1,489,067	621,765	12.34%
MSD Sales Tax	22,637	13,050	9,587	70,946	39,150	31,796	156,596	63,954	10.93%
Occupancy Tax	374,397	238,496	135,901	2,058,875	1,305,255	753,620	2,473,914	1,662,877	23.81%
Land Transfer Tax	-	-	-	373,386	156,250	217,136	625,000	193,702	92.76%
Solid Waste Disposal Tax	1,338	1,310	28	1,338	2,619	(1,281)	5,239	1,391	-3.82%
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	19,421	6,510	-12.72%
Mixed Beverage Tax	-	-	-	6,283	9,750	(3,467)	39,000	14,424	-56.44%
Powell Bill	-	-	-	114,185	120,000	(5,815)	240,000	120,694	-5.39%
Drug Reimb/forfeiture.	50	-	50	224	-	224	-	1,001	-77.62%
Building Permit Fees	24,930	27,083	(2,153)	144,852	135,419	9,433	325,000	153,674	-5.74%
Occupancy Permit & Fees	300	208	92	1,800	1,042	758	2,500	1,800	0.00%
Site Plan Review Fees	2,369	1,250	1,119	75,139	6,250	68,889	15,000	6,172	1117.42%
Other Planning Fees	400	334	66	3,221	1,668	1,553	4,000	2,925	10.12%
CAMA Fees	200	125	75	1,055	625	430	1,500	655	61.07%
Homeowner Recovery Fees	8	8	-	32	44	(12)	100	25	28.00%
Taxi Ordinance Fees	25	25	-	50	125	(75)	300	85	-41.18%
A/C Boarding & Rabies Vac	200	180	20	1,969	900	1,069	2,150	1,299	51.58%
Dog Licenses	8	83	(76)	105	419	(314)	1,000	215	-51.16%
Court Cost & Fees	265	267	(2)	1,192	1,335	(143)	3,200	1,243	-4.10%
Finger Print/buy gold Fees	2,199	83	2,116	2,229	419	1,810	1,000	440	406.58%
Purchases For Resale	2,883	5,433	(2,550)	31,495	27,159	4,336	65,190	28,492	10.54%
Interest Income	3,786	11,667	(7,881)	8,032	58,331	(50,299)	140,000	175,131	-95.41%
Miscellaneous	3,535	1,833	1,702	17,733	9,169	8,564	22,000	14,191	24.96%
Sale of Fixed Assets	-	1,668	(1,668)	6,754	8,337	(1,583)	20,000	2,371	184.86%
Rental Income	15,948	10,797	5,151	59,714	53,982	5,732	129,561	42,523	40.43%
Contributions	-	-	-	345	-	345	-	1,200	-71.25%
Lease/ Note Proceeds	-	-	-	-	-	-	-	-	0.00%
Insurance Proceeds	3,630	-	3,630	25,706	-	25,706	-	9,674	165.72%
Water Fund Transfer	-	-	-	-	-	-	437,727	-	0.00%
CRF Transfer	-	-	-	-	-	-	-	-	0.00%
Grants & Restricted	39,233	-	39,233	63,010	31,618	31,392	163,743	33,223	89.66%
Powell Bill Appropriation	-	-	-	-	-	-	-	-	0.00%
Fund Balance Appropriated	-	-	-	-	-	-	1,968,195	-	0.00%
Total Revenues	\$ 1,790,399	1,562,255	\$ 228,144	\$ 7,661,238	\$ 6,319,658	\$ 1,341,580	\$ 19,968,270	\$ 7,029,082	8.99%
Prior YTD	\$ 1,316,813	\$ 2,024,526	\$ (707,713)	\$ 7,029,082	\$ 7,691,776	(662,694)	\$ 19,744,109		



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.myncretirement.com



Dale R. 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	

* PLEASE FORWARD TO YOUR CHIEF FINANCIAL OFFICER OR BUDGET ADMINISTRATOR