




TOWN OF KILL DEVIL HILLS
Land Where Flight Began

MEMORANDUM

January 18, 2021

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager 

REF: Monthly Report – December 2020

Administration Department			
Administration Division			
Metric	Current Month December 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	4	3
Personnel Grievances Filed	0	0	0
Buildings and Grounds Division			
B & G Maintenance Expenditures	\$3,319	\$11,222	\$58,874
Access/Recreation Facility Expenditures	\$1,263	\$12,943	\$22,786
Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	78	517	341
Number of Vehicle Work Orders	49	339	443
Outsourced Vehicle Repairs	\$2,613	\$15,189	\$13,342
In-shop Vehicle Repairs	\$16,824	\$74,540	\$107,684

Planning and Inspections Department			
Metric	Current Month December 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Site Inspections	437	3162	2177
Plans Reviewed	8	59	32
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	68	508	466
TOTAL Fees	\$21,277	\$244,169	\$161,839
Public Services Department – Utilities Division – Water			
Metric	Current Month December 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Gallons Consumed	25,374,000	245,287,000	219,461,000
Total # Work Orders Completed	228	1500	1451
Number of Water Taps Sold	0	15	28
Public Services Department – Utilities Division – Wastewater			
Residential wastewater allocation sold (gallons)	0	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 December 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)	23	33	17
Public Services Department – Public Works Division – Solid Waste			
Metric	Current Month November 2020	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
SW- COMMERCIAL –Trips to Dare County Transfer Station **	46	348	311
SW- COMMERCIAL – Tonnage**	325.84	2490.67	2411.72
RESIDENTIAL – Trips to Dare County Transfer Station **	38	303	286
RESIDENTIAL – Tonnage **	353.92	2598.71	2272.04
RECYCLING – Trips to Dare County Recycling Center **	11	61	46
RECYCLING – Tonnage **	11.13	86.37	79.94
WHITE GOODS/METAL RECYCLED – Trips to Dare County Recycling **	6	36	37
WHITE GOODS/METAL RECYCLED – Tonnage **	18.42	109.42	107.28
C & D – Trips to Stumpy Point Landfill **	15	86	85
C & D – Tonnage **	73.96	384.36	392.85
Outer Banks Hauling # of stops **	(-) 0	1000	995
Outer Banks Hauling – Tonnage **	31.07	142.19	162.31

** 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 December 2020	2020 Calendar Year to Date	2019 Calendar Year to Date
Total Number of Incidents	99	1547	1629
Total Number of Fires	0	36	32
Rescue & EMS	49	807	851
Hazardous Condition (no fire)	5	140	145
Service Call	23	192	241
Good Intent	10	198	194
False Alarm & False Call	12	171	144
Severe Weather/ Natural Disaster	0	3	22
Average Response Time Overall	4:26 minutes	4:12 minutes	4:06 minutes
Average Response Time North of Colington Road	4:07 minutes	3:44 minutes	3:33 minutes
Average Response Time South of Colington Road	4:49 minutes	4:49 minutes	4:36 minutes
% 1 st Due Unit Arrival within 5 minutes Overall	80.00%	76.87%	78.40%
% 1 st Due Unit Arrival within 5 minutes N of Colington Rd	84.00%	88.13%	91.58%
% 1 st Due Unit Arrival within 5 minutes S of Colington Rd	75.00%	61.49%	66.16%
Training Hours	1,099	7,942	8,777
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

Police Department			
Metric	Current Month December 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Dispatched Calls	2083	10,893	8,881
Dispatched Calls per Patrol Officer	104	544	443
UCR Part 1 Crimes	21	216	239
Police Department – Animal Control Division			
Animal Impoundments	7	52	49
Civil Citations Issued	0	4	4
Non-dispatched Services	33	293	210

TOWN OF KILL DEVIL HILLS
Actual Revenues Compared To Budget
General Fund
December 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	\$ 2,626	\$ 3,333	\$ (707)	\$ 32,694	\$ 20,002	\$ 12,692	\$ 40,000	\$ 25,388	28.78%
Current Year Property Tax:	3,740,542	3,230,000	510,542	6,629,443	5,980,000	649,443	8,675,374	6,197,928	6.96%
Current Year MSD Tax	189,721	210,000	(20,279)	353,734	369,000	(15,266)	495,335	378,966	-6.66%
Motor Vehicle Taxes	24,064	25,000	(936)	157,450	150,000	7,450	300,000	150,759	4.44%
Tax Penalties and Interest	(474)	650	(1,124)	2,932	3,250	(318)	8,000	(1,826)	-260.56%
Business Registration	40	-	40	6,532	7,000	(468)	7,000	7,491	-12.80%
Article 40 Sales Tax	34,151	29,948	4,203	137,907	119,795	18,112	359,379	121,236	13.75%
Article 42 Sales Tax	86,129	75,000	11,129	442,509	395,385	47,124	709,385	379,592	16.57%
1% Sales Tax	183,342	155,000	28,342	881,835	781,377	100,458	1,489,067	761,446	15.81%
MSD Sales Tax	18,592	13,050	5,542	89,538	52,200	37,338	156,596	78,289	14.37%
Occupancy Tax	238,239	135,021	103,218	2,297,114	1,440,276	856,838	2,473,914	1,790,291	28.31%
Land Transfer Tax	-	-	-	373,386	156,250	217,136	625,000	389,927	-4.24%
Solid Waste Disposal Tax	-	-	-	1,338	2,619	(1,281)	5,239	1,391	-3.82%
Utilities/Gas Sales Tax	234,145	196,840	37,305	387,664	393,681	(6,017)	787,361	408,225	-5.04%
Telecommunication Svc Tax	17,253	12,433	4,820	24,521	24,864	(343)	49,730	26,856	-8.69%
Video Programng Tax*	39,365	38,785	580	72,767	77,571	(4,804)	155,141	73,130	-0.50%
PEG Channel Support	6,757	-	6,757	13,560	-	13,560	-	13,701	-1.03%
Wine & Beer Tax	-	-	-	-	-	-	31,162	-	0.00%
ABC Tax	11,532	4,855	6,677	17,214	9,711	7,503	19,421	6,510	164.42%
Mixed Beverage Tax	13,674	9,750	3,924	19,957	19,500	457	39,000	14,424	38.36%
Powell Bill	114,185	120,000	(5,815)	228,370	240,000	(11,630)	240,000	120,694	89.21%
Drug Reimb/forfeiture.	8	-	8	232	-	232	-	1,043	-77.75%
Building Permit Fees	19,927	27,083	(7,156)	164,779	162,502	2,277	325,000	172,736	-4.61%
Occupancy Permit & Fees	400	209	191	2,200	1,251	949	2,500	2,050	7.32%
Site Plan Review Fees	1,050	1,250	(200)	76,189	7,500	68,689	15,000	7,222	954.96%
Other Planning Fees	452	333	119	3,673	2,001	1,672	4,000	3,030	21.22%
CAMA Fees	100	125	(25)	1,155	750	405	1,500	955	20.94%
Homeowner Recovery Fees	2	8	(6)	34	52	(18)	100	30	13.33%
Taxi Ordinance Fees	-	25	(25)	50	150	(100)	300	85	-41.18%
A/C Boarding & Rabies Vac	178	180	(2)	2,147	1,080	1,067	2,150	1,406	52.70%
Dog Licenses	23	83	(61)	128	502	(375)	1,000	263	-51.52%
Court Cost & Fees	203	266	(64)	1,395	1,601	(207)	3,200	1,441	-3.23%
Finger Print/buy gold Fees	-	83	(83)	30	502	(472)	1,000	540	-94.44%
Purchases For Resale	7,874	5,433	2,441	41,568	32,592	8,976	65,190	31,221	33.14%
Interest Income	-	11,667	(11,667)	8,032	69,998	(61,966)	140,000	175,165	-95.41%
Miscellaneous	2,760	1,833	927	20,493	11,002	9,491	22,000	45,052	-54.51%
Sale of Fixed Assets	1,358	1,667	(309)	8,112	10,004	(1,892)	20,000	2,371	242.13%
Rental Income	11,166	10,797	369	70,880	64,779	6,101	129,561	63,734	11.21%
Contributions	250	-	250	595	-	595	-	1,200	-50.42%
Lease/ Note Proceeds	-	-	-	-	-	-	-	-	0.00%
Insurance Proceeds	5,801	-	5,801	31,506	-	31,506	-	9,674	225.68%
Water Fund Transfer	-	437,727	(437,727)	-	-	-	437,727	-	0.00%
CRF Transfer	-	-	-	-	-	-	-	-	0.00%
Grants & Restricted	-	13,125	(13,125)	63,010	44,743	18,267	163,743	33,223	89.66%
Powell Bill Appropriation	-	-	-	-	-	-	-	-	0.00%
Fund Balance Appropriated	-	-	-	-	-	-	1,968,195	-	0.00%
Total Revenues	\$ 5,005,433	4,771,559	\$ 233,874	\$ 12,666,672	\$ 10,653,490	\$ 2,013,182	\$ 19,968,270	\$ 11,496,859	10.18%
Prior YTD	\$ 4,467,776	\$ 3,438,427	\$ 1,029,349	\$ 11,496,858	\$ 11,130,203	366,655	\$ 19,744,109		



TOWN OF KILL DEVIL HILLS

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2021

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

OUR CASH IN RESERVES...

CASH & INVESTMENTS BY FUND

Balances on December 31, 2020 in whole dollars

GENERAL FUND	Dec 2019	Dec 2020
Operating	\$ 17,212,868	\$ 17,689,612
Powell Bill	(63,700)	83,193
Designated Street CRF	807,951	1,285,983
Petty Cash	1,700	1,700
TOTAL GENERAL FUND	\$ 17,958,819	\$ 19,060,488
CAPITAL RESERVE FUNDS	Dec 2019	Dec 2020
Shoreline Accesses	\$ 120,482	\$ 110,826
Recreation	123,516	125,123
Beach Nourishment	2,735,465	2,478,905
Sidewalks	79,515	184,600
TOTAL CAP RES FUNDS	\$ 3,058,978	\$ 2,899,454
OTHER FUNDS	Dec 2019	Dec 2020
Equity Index Fund OPEB	\$ -	\$ 218,734
Public Works CPF	2,993,613	662,454
Beach Nourishment CPF	362,538	370,910
Fireman's Relief Fund	264,956	251,053
Water Enterprise	8,756,467	8,584,232
Water Cap Res Fund	-	480,060
WW Cap Reserve Fund	-	8,877
TOTAL OTHER FUNDS	\$ 12,377,574	\$ 10,576,319
GRAND TOTAL-ALL FUNDS	\$ 33,395,371	\$ 32,536,261

OUR CASH FLOWS...

REVENUES & EXPENSES BY FUND

Comparison of FYTD %

GENERAL FUND	Prior FYTD %	Current FYTD %
Fiscal Year Budget	\$ 20,544,968	\$ 22,248,510
Revenues Fiscal Year to Date	\$ 12,666,672	55.96%
Expenses Fiscal Year to Date	\$ 10,289,017	45.26%
WATER ENTERPRISE FUND		
Fiscal Year Budget	\$ 6,403,237	\$ 5,331,247
Revenues Fiscal Year to Date	\$ 2,251,720	34.33%
Expenses Fiscal Year to Date	\$ 2,003,430	31.40%
WASTEWATER ENTERPRISE FUND		
Fiscal Year Budget	\$ 233,760	\$ 221,615
Revenues Fiscal Year to Date	\$ 99,352	41.68%
Expenses Fiscal Year to Date	\$ 80,887	37.58%

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	\$ 3,954,251	37.66%
Revenues FYTD	\$ 7,140,249	72.02%
SALES & USE TAX		
Fiscal Year Budget	\$ 2,765,966	\$ 2,714,427
Revenues this month	\$ 322,208	8.87%
Revenues FYTD	\$ 1,551,784	48.47%
OCCUPANCY TAX		
Fiscal Year Budget	\$ 2,797,243	\$ 2,473,914
Revenues this month	\$ 238,239	4.55%
Revenues FYTD	\$ 2,297,113	64.00%
LAND TRANSFER TAX		
Fiscal Year Budget	\$ 715,502	\$ 625,000
Revenues this month	\$ -	25.00%
Revenues FYTD	\$ 373,386	54.50%
BUILDING PERMIT FEES		
Fiscal Year Budget	\$ 325,000	\$ 325,000
Revenues this month	\$ 19,927	5.87%
Revenues FYTD	\$ 164,780	53.15%
INVESTMENT INCOME		
Fiscal Year Budget	\$ 200,000	\$ 140,000
Revenues this month	\$ -	0.02%
Revenues FYTD	\$ 8,032	87.58%
WATER ENTERPRISE FUND CUSTOMER-BASED REVENUES		
Fiscal Year Budget	\$ 3,818,236	\$ 3,927,491
Revenues this month	\$ 344,456	9.17%
Revenues FYTD	\$ 2,006,908	53.25%
WF System Dev Fees YTD	\$ 170,900	
WASTEWTR ENTERPRISE FUND CUSTOMER-BASED REVENUES		
Fiscal Year Budget	\$ 225,495	\$ 221,615
Revenues this month	\$ 38,117	15.54%
Revenues FYTD	\$ 99,284	41.68%
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	
	2021 Budget	Dec	YTD
Administration	\$ 1,269,300	\$ 92,008	\$ 537,990
Building & Grounds	2,083,054	51,615	698,412
Beach Nourishment	1,649,788	1,089,738	1,164,522
Tax & Finance	1,591,282	163,317	831,562
MIS	357,991	25,169	237,726
Fleet Maintenance	525,880	14,951	260,887
Planning	919,648	59,283	375,191
Police	3,850,042	254,621	1,721,659
Animal Control	165,565	11,893	83,186
Fire	2,576,342	185,583	1,165,242
Ocean Rescue	743,983	11,964	355,031
Streets	2,596,732	139,571	742,840
Powell Bill	240,000	187,087	195,824
Solid Waste	3,678,903	157,371	1,918,945
	\$ 22,248,510	\$ 2,444,171	\$ 10,289,017
% of Annual Budget Expended		10.99%	46.25%
WATER ENTERPRISE FUND			
Water Administration	\$ 1,281,467	\$ 57,597	\$ 409,905
Water Plant	2,777,810	469,474	1,037,533
Water Systems	1,271,969	62,950	555,992
	\$ 5,331,246	\$ 590,021	\$ 2,003,430
% of Annual Budget Expended		11.07%	37.58%
WASTEWATER ENTERPRISE FUND			
Wastewater Department	\$ 221,615	\$ 11,135	\$ 80,887
% of Annual Budget Expended		5.02%	36.50%



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

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