



TOWN OF KILL DEVIL HILLS
Land Where Flight Began

MEMORANDUM

February 19, 2021

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Monthly Report – January 2021

Administration Department			
Administration Division			
Metric	Current Month January 2021	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	4	4
Personnel Grievances Filed	0	0	0
Buildings and Grounds Division			
B & G Maintenance Expenditures	\$782	\$12,004	\$71,873
Access/Recreation Facility Expenditures	\$248	\$13,191	\$24,137
Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	111	628	391
Number of Vehicle Work Orders	48	387	518
Outsourced Vehicle Repairs	\$27,491	\$42,680	\$13,732
In-shop Vehicle Repairs	\$6,693	\$81,233	\$122,995

Planning and Inspections Department			
Metric	Current Month January 2021	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Site Inspections	510	3,672	2,689
Plans Reviewed	7	66	43
Grant Applications Completed (Total)	\$5,958	\$1,092,792	\$122,150
KDH Portion (value applied for, not received)	\$5,958	\$335,881	\$30,550
Building Permits Issued	89	597	567
TOTAL Fees	\$35,923	\$280,092	\$194,647
Public Services Department – Utilities Division – Water			
Metric	Current Month January 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Gallons Consumed	23,973,000	269,224,000	240,435,000
Total # Work Orders Completed	344	1844	1658
Number of Water Taps Sold	5	20	34
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 January 2021	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	33	23
Public Services Department – Public Works Division – Solid Waste			
Metric	Current Month December 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
SW- COMMERCIAL – Trips to Dare County Transfer Station **	50	398	357
SW- COMMERCIAL – Tonnage**	292.81	2783.48	2688.13
RESIDENTIAL – Trips to Dare County Transfer Station **	45	348	332
RESIDENTIAL – Tonnage **	391.96	2990.67	2629.18
RECYCLING – Trips to Dare County Recycling Center **	17	78	57
RECYCLING – Tonnage **	28.02	114.39	95.36
WHITE GOODS/METAL RECYCLED – Trips to Dare County Recycling **	7	44*	41
WHITE GOODS/METAL RECYCLED – Tonnage **	21.08	133.64*	117.96
C & D – Trips to Stumpy Point Landfill **	15	101	98
C & D – Tonnage **	62.48	446.84	452.33
Outer Banks Hauling # of stops **	(+) 11	1011	996
Outer Banks Hauling – Tonnage **	29.12	171.31	185.91

** 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.

* A correction was made to include a July 22, 2020 scrap metal trip, the totals in White Goods/Metal Recycled lines reflect the update.

Fire Department - all training hours and incidents reporting are calculated on the <i>calendar year</i> .			
Metric	Current Month January 2021	2021 Calendar Year to Date	2019 Calendar Year to Date
Total Number of Incidents	133	133	128
Total Number of Fires	1	1	1
Rescue & EMS	68	68	81
Hazardous Condition (no fire)	14	14	8
Service Call	19	19	20
Good Intent	15	15	11
False Alarm & False Call	16	16	7
Severe Weather/Natural Disaster	0	0	0
Average Response Time Overall	4:21 minutes	4:21 minutes	4:00 minutes
Average Response Time North of Colington Road	3:27 minutes	3:27 minutes	3:33 minutes
Average Response Time South of Colington Road	5:15 minutes	5:15 minutes	4:37 minutes
% 1 st Due Unit Arrival within 5 minutes Overall	77.78%	77.78%	78.13%
% 1 st Due Unit Arrival within 5 minutes N of Colington Rd	97.56%	97.56%	83.78%
% 1 st Due Unit Arrival within 5 minutes S of Colington Rd	57.50%	57.50%	70.37%
Training Hours	642	642	642
Ocean Rescue – Beach Population			
Ocean Rescue – Total Incidents	Will Resume in the Spring		
Ocean Rescue – Swimmer Assist/Rescues			

Police Department			
Metric	Current Month January 2021	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Dispatched Calls	1,959	12,852	9,924
Dispatched Calls per Patrol Officer	98	642	495
UCR Part 1 Crimes	18	234	280
Police Department – Animal Control Division			
Animal Impoundments	10	62	52
Civil Citations Issued	2	6	4
Non-dispatched Services	71	364	257



TOWN OF KILL DEVIL HILLS

Monthly Financial Dashboard
FISCAL YEAR ENDING June 30, 2021

Reporting Period: January 1, 2021 to January 31, 2021

update CRF 2/16/2021

OUR CASH IN RESERVES...		
CASH & INVESTMENTS BY FUND		
Balances on January 31, 2021 in whole dollars		
GENERAL FUND	Jan 2020	Jan 2021
Operating	\$ 18,334,538	\$ 19,857,418
Powell Bill	56,727	83,215
Designated Street CRF	589,218	1,266,012
Petty Cash	1,700	1,700
TOTAL GENERAL FUND	\$ 18,982,183	\$ 21,208,346
CAPITAL RESERVE FUNDS	Jan 2020	Jan 2021
Shoreline Accesses	\$ 109,575	\$ 110,855
Recreation	123,701	125,146
Beach Nourishment	2,739,562	2,479,566
Sidewalks	79,134	184,650
TOTAL CAP RES FUNDS	\$ 3,051,972	\$ 2,900,217
OTHER FUNDS	Jan 2020	Jan 2021
Equity Index Fund OPEB	\$ -	\$ 218,734
Public Works CPF	2,992,448	662,486
Beach Nourishment CPF	362,539	370,910
Fireman's Relief Fund	265,353	251,171
Water Enterprise	9,063,007	8,256,682
Water Cap Res Fund	-	516,299
WW Cap Reserve Fund	-	8,882
TOTAL OTHER FUNDS	\$ 12,683,347	\$ 10,285,163
GRAND TOTAL-ALL FUNDS	\$ 34,717,502	\$ 34,393,726

OUR CASH FLOWS...			
REVENUES & EXPENSES BY FUND		Comparison of FYTD %	
GENERAL FUND		Prior FYTD %	Current FYTD %
Fiscal Year Budget		\$ 20,556,055	\$ 22,370,992
Revenues Fiscal Year to Date	\$ 16,067,142	68.77%	71.82%
Expenses Fiscal Year to Date	\$ 11,682,997	53.06%	52.22%
WATER ENTERPRISE FUND		\$ 6,403,237	\$ 5,331,247
Revenues Fiscal Year to Date	\$ 2,477,084	38.09%	46.46%
Expenses Fiscal Year to Date	\$ 2,724,920	36.31%	51.11%
WASTEWATER ENTERPRISE FUND		\$ 233,760	\$ 221,615
Revenues Fiscal Year to Date	\$ 99,208	41.89%	44.77%
Expenses Fiscal Year to Date	\$ 91,208	41.59%	41.16%

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	\$ 2,149,930	22.61%	22.70%
Revenues FYTD	\$ 9,290,557	94.63%	98.10%
SALES & USE TAX			
Fiscal Year Budget	\$ 2,765,966	\$ 2,714,427	
Revenues this month	\$ 270,038	7.24%	9.95%
Revenues FYTD	\$ 1,821,826	55.70%	67.12%
OCCUPANCY TAX			
Fiscal Year Budget	\$ 2,797,243	\$ 2,473,914	
Revenues this month	\$ 86,615	4.55%	3.50%
Revenues FYTD	\$ 2,383,729	64.00%	96.35%
LAND TRANSFER TAX			
Fiscal Year Budget	\$ 715,502	\$ 625,000	
Revenues this month	\$ 391,331	0.00%	62.61%
Revenues FYTD	\$ 764,717	54.50%	122.35%
BUILDING PERMIT FEES			
Fiscal Year Budget	\$ 325,000	\$ 325,000	
Revenues this month	\$ 34,523	9.54%	10.62%
Revenues FYTD	\$ 199,303	62.69%	61.32%
INVESTMENT INCOME			
Fiscal Year Budget	\$ 200,000	\$ 140,000	
Revenues this month	\$ 6,333	0.00%	4.52%
Revenues FYTD	\$ 18,892	103.12%	13.49%
WATER ENTERPRISE FUND CUSTOMER-BASED REVENUES			
Fiscal Year Budget	\$ 3,818,236	\$ 3,927,491	
Revenues this month	\$ 216,132	5.88%	5.50%
Revenues FYTD	\$ 2,223,039	59.13%	56.60%
WF System Dev Fees YTD	\$ 206,900		
WASTEWATER ENTERPRISE FUND CUSTOMER-BASED REVENUES			
Fiscal Year Budget	\$ 233,760	\$ 221,615	
Revenues this month	\$ (156)	0.18%	-0.07%
Revenues FYTD	\$ 99,208	41.89%	44.77%
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	
	Jan	YTD	
Administration	\$ 90,452	\$ 628,443	
Building & Grounds	280,688	979,100	
Beach Nourishment	75,291	1,239,813	
Tax & Finance	137,516	969,078	
MIS	16,735	254,461	
Fleet Maintenance	38,628	299,515	
Planning	58,160	433,352	
Police	261,875	1,983,533	
Animal Control	11,611	94,797	
Fire	174,736	1,339,978	
Ocean Rescue	7,807	362,838	
Streets	74,916	817,756	
Powell Bill	-	195,824	
Solid Waste	165,565	2,084,510	
	\$ 22,370,992	\$ 1,393,980	\$ 11,682,998
% of Annual Budget Expended	6.23%	52.22%	
WATER ENTERPRISE FUND			
Water Administration	\$ 493,303	\$ 903,209	
Water Plant	184,223	1,221,756	
Water Systems	43,962	599,955	
	\$ 721,488	\$ 2,724,920	
% of Annual Budget Expended	13.53%	51.11%	
WASTEWATER ENTERPRISE FUND			
Wastewater Department	\$ 10,321	\$ 91,208	
% of Annual Budget Expended	4.66%	41.16%	

TOWN OF KILL DEVIL HILLS
Actual Revenues Compared To Budget
General Fund
January 2021 (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	\$ 832	\$ 3,333	\$ (2,501)	\$ 33,526	\$ 23,335	\$ 10,191	\$ 40,000	\$ 26,391	27.04%
Current Year Property Tax	2,017,190	2,268,000	(250,810)	8,646,633	8,248,000	398,633	8,675,374	8,171,766	5.81%
Current Year MSD Tax	103,353	110,535	(7,182)	457,087	479,535	(22,448)	495,335	487,985	-6.33%
Motor Vehicle Taxes	29,387	25,000	4,387	186,837	175,000	11,837	300,000	180,245	3.66%
Tax Penalties and Interest	(34)	850	(884)	2,898	4,100	(1,202)	8,000	(2,266)	-227.90%
Business Registration	75	-	75	6,607	7,000	(393)	7,000	7,531	-12.27%
Article 40 Sales Tax	33,447	29,948	3,499	171,353	149,743	21,610	359,379	151,353	13.21%
Article 42 Sales Tax	67,188	50,000	17,188	509,696	445,385	64,311	709,385	423,898	20.24%
1% Sales Tax	153,822	125,000	28,822	1,035,658	906,377	129,281	1,489,067	875,459	18.30%
MSD Sales Tax	15,581	13,050	2,531	105,119	65,250	39,869	156,596	89,976	16.83%
Occupancy Tax	86,615	55,476	31,139	2,383,729	1,495,752	887,977	2,473,914	1,855,516	28.47%
Land Transfer Tax	391,331	156,250	235,081	764,717	312,500	452,217	625,000	389,927	96.12%
Solid Waste Disposal Tax	-	-	-	1,338	2,619	(1,281)	5,239	1,391	-3.82%
Utilities/Gas Sales Tax	-	-	-	387,664	393,681	(6,017)	787,361	408,225	-5.04%
Telecommunication Svc Tax	-	-	-	24,521	24,864	(343)	49,730	26,856	-8.69%
Video Programng Tax*	-	-	-	72,767	77,571	(4,804)	155,141	73,130	-0.50%
PEG Channel Support	-	-	-	13,560	-	13,560	-	13,701	-1.03%
Wine & Beer Tax	-	-	-	-	-	-	31,162	-	0.00%
ABC Tax	-	-	-	17,214	9,711	7,503	19,421	6,510	164.42%
Mixed Beverage Tax	-	-	-	19,957	19,500	457	39,000	14,424	38.36%
Powell Bill	-	-	-	228,370	240,000	(11,630)	240,000	241,387	-5.39%
Drug Reimb/forfeiture.	88	-	88	320	-	320	-	1,111	-71.23%
Building Permit Fees	34,523	27,083	7,440	199,303	189,585	9,718	325,000	203,739	-2.18%
Occupancy Permit & Fees	250	208	42	2,450	1,459	991	2,500	2,250	8.89%
Site Plan Review Fees	1,050	1,250	(200)	77,739	8,750	68,989	15,000	9,327	733.48%
Other Planning Fees	616	333	283	3,789	2,334	1,455	4,000	4,422	-14.31%
CAMA Fees	100	125	(25)	1,255	875	380	1,500	1,305	-3.83%
Homeowner Recovery Fees	8	8	-	42	60	(18)	100	37	13.51%
Taxi Ordinance Fees	-	25	(25)	50	175	(125)	300	90	-44.44%
A/C Boarding & Rabies Vac	371	180	191	2,518	1,260	1,258	2,150	1,506	67.20%
Dog Licenses	203	83	120	330	585	(255)	1,000	515	-35.92%
Court Cost & Fees	122	266	(145)	1,516	1,867	(351)	3,200	1,679	-9.71%
Finger Print/buy gold Fees	-	83	(83)	30	585	(555)	1,000	560	-94.64%
Purchases For Resale	2,914	5,433	(2,519)	44,482	38,025	6,457	65,190	37,788	17.71%
Interest Income	6,333	11,667	(5,334)	18,892	81,665	(62,773)	140,000	206,241	-90.84%
Miscellaneous	1,716	1,833	(117)	22,209	12,835	9,374	22,000	17,931	23.86%
Sale of Fixed Assets	220	1,666	(1,446)	8,332	11,670	(3,338)	20,000	2,371	251.41%
Rental Income	10,916	10,797	119	81,796	75,576	6,220	129,561	74,339	10.03%
Contributions	-	-	-	595	-	595	-	1,200	-50.42%
Lease/ Note Proceeds	-	-	-	-	-	-	-	-	0.00%
Insurance Proceeds	-	-	-	31,506	-	31,506	-	56,960	-44.69%
Water Fund Transfer	437,727	437,727	-	437,727	437,727	-	437,727	-	0.00%
CRF Transfer	-	-	-	-	-	-	60,423	-	0.00%
Grants & Restricted	-	-	-	63,010	44,743	18,267	255,225	69,126	-8.85%
Powell Bill Appropriation	-	-	-	-	-	-	-	-	0.00%
Fund Balance Appropriated	-	-	-	-	-	-	2,544,202	-	0.00%
<i>Encumbrances</i>	-	-	-	-	-	-	1,674,811	-	-
Total Revenues	\$ 3,395,943	3,336,209	\$ 59,734	\$16,067,142	\$13,989,699	\$ 2,077,443	\$ 22,370,993	\$ 14,135,902	13.66%
Prior YTD	\$ 2,607,968	\$ 3,301,382	\$ (693,414)	\$14,135,902	\$14,431,585	(295,683)	\$ 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