TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM April 5, 2021

TO: Mayor and Board of Commissioners

FROM: Debora P. Diáz, Town Manager

REF: Monthly Report – February 2021

Administration Department Administration Division			
Metric	Current Month February 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	5
Personnel Grievances Filed	0	0	0
Buildings and Grounds Division			
B & G Maintenance Expenditures	$8,379	$20,383	$127,006
Access/Recreation Facility Expenditures	$23,906	$37,097	$24,581
Tax and Finance Department Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	36	664	467
Number of Vehicle Work Orders	53	440	577
Outsourced Vehicle Repairs	$2,250	$44,930	$17,648
In-shop Vehicle Repairs	$10,298	$91,532	$138,799

ATTACHMENT CA-2A

TOWN OF KILL DEVIL HILLS

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2021

Reporting Period: February 1, 2021 to February 28, 2021

OUR CASH IN RESERVES...

CASH & INVESTMENTS BY FUND

Balances on February 28, 2021 in whole dollars

GENERAL FUND	Feb 2020	"Feb 2021
Operating	$ 17,720,895	$ 19,163,931
Powell Bill	56,391	83,104
Designated Street CRF	359,065	1,255,780
Petty Cash	1,600	1,700
TOTAL GENERAL FUND	**$ 18,137,951**	**$ 20,504,514**

CAPITAL RESERVE FUNDS	Feb 2020	"Feb 2021
Shoreline Accesses	$ 109,768	$ 110,898
Recreation	123,919	125,194
Beach Nourishment	2,744,376	2,480,043
Sidewalks	79,274	184,720
TOTAL CAP RES FUNDS	**$ 3,057,337**	**$ 2,900,855**

OTHER FUNDS	Feb 2020	"Feb 2021
Equity Index Fund OPEB	$ -	$ 218,734
Public Works CPF	2,407,717	661,538
Beach Nourishment CPF	358,011	370,910
Fireman's Relief Fund	265,819	251,267
Water Enterprise	8,929,023	8,282,747
Water Cap Res Fund	-	555,412
WW Cap Reserve Fund	-	8,885
TOTAL OTHER FUNDS	**$ 11,960,570**	**$ 10,349,492**
GRAND TOTAL-ALL FUNDS	**$ 33,155,858**	**$ 33,754,861**

OUR CASH FLOWS...

REVENUES & EXPENSES BY FUND

			Comparison of FYTD %	
GENERAL FUND			**Prior FYTD %**	**Current FYTD %**
Fiscal Year Budget			**$ 20,801,137**	**$ 22,440,916**
Revenues Fiscal Year to Date	$	16,677,474	70.10%	74.32%
Expenses Fiscal Year to Date	$	13,016,490	58.72%	58.00%
WATER ENTERPRISE FUND				
Fiscal Year Budget			**$ 6,987,544**	**$ 5,337,690**
Revenues Fiscal Year to Date	$	2,829,209	40.16%	53.00%
Expenses Fiscal Year to Date	$	2,913,483	38.80%	54.58%
WASTEWATER ENTERPRISE FUND				
Fiscal Year Budget			**$ 233,760**	**$ 221,615**
Revenues Fiscal Year to Date	$	104,375	44.47%	47.10%
Expenses Fiscal Year to Date	$	100,077	53.90%	45.16%

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

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...

		Comparison of FY %	
AD VALOREM PROPERTY TAX Incl MSD		**Prior FY %**	**Current FY %**
Fiscal Year Budget		**$ 9,341,880**	**$ 9,470,709**
Revenues this month	$ 259,640	1.00%	2.74%
Revenues FYTD	$ 9,550,197	95.63%	100.84%
SALES & USE TAX			
Fiscal Year Budget		**$ 2,765,966**	**$ 2,714,427**
Revenues this month	$ 219,073	6.38%	8.07%
Revenues FYTD	$ 2,040,899	62.08%	75.19%
OCCUPANCY TAX			
Fiscal Year Budget		**$ 2,797,243**	**$ 2,473,914**
Revenues this month	$ 57,674	1.30%	2.33%
Revenues FYTD	$ 2,441,402	67.63%	98.69%
LAND TRANSFER TAX			
Fiscal Year Budget		**$ 715,502**	**$ 625,000**
Revenues this month	$ -	0.00%	0.00%
Revenues FYTD	$ 764,717	54.50%	122.35%
BUILDING PERMIT FEES			
Fiscal Year Budget		**$ 325,000**	**$ 325,000**
Revenues this month	$ 29,789	9.62%	9.17%
Revenues FYTD	$ 229,092	72.31%	70.49%
INVESTMENT ICOME			
Fiscal Year Budget		**$ 200,000**	**$ 140,000**
Revenues this month	$ 8,841	3.60%	6.32%
Revenues FYTD	$ 27,736	122.32%	19.81%
WATER ENTERPRISE FUND *CUSTOMER-BASED* REVENUES			
Fiscal Year Budget		**$ 3,818,236**	**$ 3,927,491**
Revenues this month	$ 345,414	9.12%	8.79%
Revenues FYTD	$ 2,568,453	68.25%	65.40%
WF System Dev Fees YTD	$ 245,800		
WASTEWTR ENTERPRISE FUND *CUSTOMER-BASED* REVENUES			
Fiscal Year Budget		**$ 233,760**	**$ 221,615**
Revenues this month	$ 5,167	2.54%	2.33%
Revenues FYTD	$ 104,375	44.47%	47.10%
WWF Sys Dev Fees YTD	$ 8,863		

EXPENDITURES AT A GLANCE...

		Comparison of Monthly Expenses	
GENERAL FUND DEPARTMENTS	**Fiscal Year 2021 Budget**	**This Month's Expenses Feb**	**YTD**
Administration	$ 1,277,157	$ 87,257	$ 715,699
Building & Grounds	2,209,292	119,466	1,098,566
Beach Nourishment	1,649,788	22,048	1,261,862
Tax & Finance	1,592,546	149,092	1,119,373
MIS	378,550	15,683	270,143
Fleet Maintenance	525,938	43,106	342,621
Planning	921,208	70,464	503,816
Police	3,865,947	313,993	2,297,526
Animal Control	165,565	12,983	107,780
Fire	2,585,182	248,148	1,588,125
Ocean Rescue	744,233	8,671	371,509
Streets	2,597,276	63,144	880,900
Powell Bill	240,000	143	195,967
Solid Waste	3,688,234	178,092	2,262,602
	$ 22,440,916	$ 1,332,290	$ 13,016,489
% of Annual Budget Expended		5.94%	58.00%
WATER ENTERPRISE FUND			
Water Administration	$ 1,287,659	$ 70,046	$ 973,255
Water Plant	2,777,971	67,708	1,289,464
Water Systems	1,272,060	50,810	650,765
	$ 5,337,690	$ 188,564	$ 2,913,484
% of Annual Budget Expended		3.53%	54.58%
WASTEWATER ENTERPRISE FUND			
Wastewater Department	$ 221,615	$ 8,869	$ 100,077
% of Annual Budget Expended		4.00%	45.16%

TOWN OF KILL DEVIL HLLS
Actual Revenues Compared To Budget
General Fund
February 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	$ 1	$ 3,333	$ (3,332)	$ 33,527	$ 26,668	$ 6,859	$ 40,000	*$ 26,391*	*27.04%*
Current Year Property Taxe:	203,628	150,000	53,628	8,850,261	8,398,000	452,261	8,675,374	*8,171,766*	*8.30%*
Current Year MSD Tax	22,379	15,800	6,579	479,466	495,335	(15,869)	495,335	*487,985*	*-1.75%*
Motor Vehicle Taxes	33,633	25,000	8,633	220,470	200,000	20,470	300,000	*180,245*	*22.32%*
Tax Penalties and Interest	2,489	650	1,839	5,387	4,750	637	8,000	*(2,266)*	*-337.73%*
Business Registration	150	-	150	6,757	7,000	(243)	7,000	*7,531*	*-10.28%*
Article 40 Sales Tax	34,958	29,948	5,010	206,311	179,691	26,620	359,379	*151,353*	*36.31%*
Article 42 Sales Tax	46,380	35,000	11,380	556,184	480,385	75,799	709,385	*423,898*	*31.21%*
1% Sales Tax	125,095	90,413	34,682	1,160,643	996,790	163,853	1,489,067	*875,459*	*32.58%*
MSD Sales Tax	12,640	13,050	(410)	117,758	78,300	39,458	156,596	*89,976*	*30.88%*
Occupancy Tax	57,674	25,981	31,693	2,441,402	1,521,733	919,669	2,473,914	*1,855,516*	*31.58%*
Land Transfer Tax	-	-	-	764,717	312,500	452,217	625,000	*389,927*	*96.12%*
Solid Waste Disposal Tax	1,419	1,310	109	2,757	3,929	(1,172)	5,239	*1,391*	*98.23%*
Utilities/Gas Sales Tax	-	-	-	387,664	393,681	(6,017)	787,361	*408,225*	*-5.04%*
Telecommunication Svc Ta:	-		-	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.	383	-	383	703	-	703	-	*1,111*	*-36.76%*
Building Permit Fees	29,789	27,083	2,706	229,091	216,668	12,423	325,000	*203,739*	*12.44%*
Occupancy Permit & Fees	250	208	42	2,700	1,667	1,033	2,500	*2,250*	*20.00%*
Site Plan Review Fees	1,650	1,250	400	79,389	10,000	69,389	15,000	*9,327*	*751.17%*
Other Planning Fees	725	334	391	4,514	2,668	1,846	4,000	*4,422*	*2.08%*
CAMA Fees	300	125	175	1,555	1,000	555	1,500	*1,305*	*19.16%*
Homeowner Recovery Fees	9	8	1	51	68	(17)	100	*37*	*37.84%*
Taxi Ordinance Fees	-	25	(25)	50	200	(150)	300	*90*	*-44.44%*
A/C Boarding & Rabies Vac	107	180	(73)	2,625	1,440	1,185	2,150	*1,506*	*74.30%*
Dog Licenses	135	83	52	465	668	(203)	1,000	*515*	*-9.71%*
Court Cost & Fees	122	266	(145)	1,638	2,133	(496)	3,200	*1,679*	*-2.47%*
Finger Print/buy gold Fees	-	83	(83)	30	668	(638)	1,000	*560*	*-94.64%*
Purchases For Resale	2,749	5,433	(2,684)	47,231	52,158	(4,927)	73,890	*37,788*	*24.99%*
								-	
Interest Income	8,841	11,667	(2,826)	27,736	93,332	(65,596)	140,000	*206,241*	*-86.55%*
								-	
Miscellaneous	3,506	1,833	1,673	26,575	14,668	11,907	22,000	*17,931*	*48.21%*
Sale of Fixed Assets	-	1,666	(1,666)	8,332	13,336	(5,004)	20,000	*2,371*	*251.41%*
Rental Income	10,916	10,797	119	92,713	86,373	6,340	129,561	*74,339*	*24.72%*
Contributions	423		423	1,018	-	1,018	-	*1,200*	*-15.21%*
Lease/ Note Proceeds	-	-	-	-	-	-	-	-	*0.00%*
Insurance Proceeds	4,118		4,118	35,625	-	35,625	-	*56,960*	*-37.46%*
						-			
Water Fund Transfer	-	-	-	437,727	437,727	-	437,727	-	*0.00%*
CRF Transfer	-			-	-	-	*60,423*	-	*0.00%*
Grants & Restricted	5,000	-	5,000	68,010	52,062	15,948	316,449	*69,126*	*-1.61%*
Powell Bill Appropriation	-			-	-	-	-	-	*0.00%*
Fund Balance Appropriated	-	-	-	-	-	-	2,544,202	-	*0.00%*
Encumbrances							*1,674,811*		
Total Revenues	$ 609,468	451,526	$ 157,942	$16,677,471	$14,457,244	$ 2,220,227	$ 22,440,917	*$ 14,135,902*	*17.98%*
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

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

2/11/2021

92821 - TOWN OF KILL DEVIL HILLS
ATTN: CHIEF FINANCIAL OFFICER OR BUDGET ADMINISTRATOR
P.O. BOX 1719
KILL DEVIL HILLS, NC 27948

Dear 92821 - TOWN OF KILL DEVIL HILLS:

During the 2014 General Assembly session, contribution-based benefit cap legislation was enacted effective January 1, 2015. This legislation was created to control the practice of "pension spiking," in which a member's compensation substantially increases, resulting in a monthly retirement benefit that is significantly greater than the member and employer contributions would fund. The Contribution-Based Benefit Cap (CBBC) approach was created to protect each system for current and future retirees and to prevent all employers in the Retirement Systems from absorbing the additional liabilities caused by compensation decisions made by other employers. This legislation applies to members who retire on and after January 1, 2015, with an average final compensation of $100,000 or higher (adjusted annually for inflation), and will directly impact only a small number of those individuals. It requires the member's last employer to pay the additional contribution required to fund the member's benefit in excess of the cap. [G.S. 135-5(a3); 135-4(jj); 128-27(a3); and 128-26(y)]

In order to assist employing agencies with planning and budgeting to comply with the CBBC provisions, we are required to report monthly to each employer a list of those members for whom the employer made a contribution to the Retirement System in the preceding month that are most likely to require an additional employer contribution should they elect to retire in the following 12 months. This letter and the attached report serve as our required monthly notification to your agency under this provision. [G.S. 135-8(f)(2)(f) and G.S.128-30(g)(2)(b)]

The chief financial officer of your agency is required to provide a copy of the attached report to the chief executive of your agency, as well as to the governing body, including any board which exercises financial oversight. Additionally, the chief financial officer of a public school system is required to provide a copy of the report to the local board of education and notify the board of county commissioners of the county in which the local administrative unit is located that the report was received and how many employees were listed in the report. [G.S. 115C-436(c); 135-8(j); and 128-30(j)]

For the purpose of determining the employees of your agency that are likely to require an additional employer contribution should they elect to retire in the following 12 months, the Retirement System modified the criteria used in the CBBC calculation. This allows for a broad list of potential employees, including those whose compensation average may approach the threshold and attempts to provide your agency with prior notification of a potential cost. The attached report

lists employees of your agency who may be eligible to retire in the next 13 months (at either a reduced or unreduced benefit), whose salary is $95,000 or greater, and whose estimated monthly retirement benefit exceeds the CBBC based on information in the employee's most recent annual benefits statement. In addition, a lower CBBC Factor (i.e., TSERS is 4.2 and LGERS is 4.4) is applied.

This list is not exhaustive, and members included on this list may or may not exceed the CBBC upon retirement, depending on a number of factors such as the member's average final compensation, the member's age at retirement, and membership service. This is merely a notification of a potential cost that your agency may be required to pay, in the form of a lump-sum payment, due after the member retirees.

For those employees hired on or after January 1, 2015, the employer is not required to pay the additional contribution to fund the member's benefit in excess of the Contribution-Based Benefit Cap. The employer has the option to pay all or part of the contribution required in excess of the CBBC; the employee also has the option to pay all or part of the contribution. However, should neither of you choose to pay this additional contribution, the employee's retirement benefit will be capped.

You can calculate the likelihood of whether the retirement benefit of a member listed on the attached report will exceed the CBBC with information available on our website at https://www.myncretirement.com/employers/employer-training/pension-spiking.

If you have any questions or need assistance in calculating the likelihood of a potential CBBC liability, please contact us at the address or telephone number listed below.

Sincerely,

Retirement Systems Division
N.C. Department of State Treasurer

623_PENSPK

3200 ATLANTIC AVENUE, RALEIGH, NORTH CAROLINA 27604
Telephone (877) 627-3287 toll-free Fax (919) 855-5800
www.myncretirement.com

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

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

Planning and Inspections Department			
Metric	Current Month February 2021	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Site Inspections	452	4124	3220
Plans Reviewed	13	79	54
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	94	691	657
TOTAL Fees	$31,588	$311,680	$229,611
Public Services Department – Utilities Division – Water			
Metric	Current Month February 2020	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Gallons Consumed	21,241,000	290,465,000	260,307,000
Total # Work Orders Completed	258	2102	1885
Number of Water Taps Sold	5	25	39
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 February 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)	2	35	24
Public Services Department – Public Works Division – Solid Waste			
Metric	Current Month February 2021	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
SW- COMMERCIAL – Trips to Dare County Transfer Station **	47	445	402
SW- COMMERCIAL – Tonnage**	267.66	3051.14	2944.41
RESIDENTIAL – Trips to Dare County Transfer Station **	39	387	374
RESIDENTIAL – Tonnage **	318.79	3309.46	2910.55
RECYCLING – Trips to Dare County Recycling Center **	13	91	70
RECYCLING – Tonnage **	19.18	133.57	124.16
WHITE GOODS/METAL RECYCLED – Trips to Dare County Recycling **	4	48	47
WHITE GOODS/METAL RECYCLED – Tonnage **	10.42	144.06	138.62
C & D – Trips to Stumpy Point Landfill **	14	115	113
C & D – Tonnage **	70.24	517.08	531.33
Outer Banks Hauling # of stops **	(+) 13	1024	988
Outer Banks Hauling – Tonnage **	24.71	196.02	205.15

** 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 *calendar year.*			
Metric	Current Month February 2021	2021 Calendar Year to Date	2019 Calendar Year to Date
Total Number of Incidents	97	230	220
Total Number of Fires	0	1	2
Rescue & EMS	51	119	132
Hazardous Condition (no fire)	8	22	15
Service Call	13	32	34
Good Intent	14	29	18
False Alarm & False Call	11	27	19
Severe Weather/Natural Disaster	0	0	0
Average Response Time Overall	3:55 minutes	4:08 minutes	4:15 minutes
Average Response Time North of Colington Road	3:23 minutes	3:25 minutes	3:43 minutes
Average Response Time South of Colington Road	4:31 minutes	4:53 minutes	4:51 minutes
% 1st Due Unit Arrival within 5 minutes Overall	89.09%	83.44%	76.82%
% 1st Due Unit Arrival within 5 minutes N of Colington Rd	93.10%	95.33%	87.73%
% 1st Due Unit Arrival within 5 minutes S of Colington Rd	84.62%	71.06%	65.19%
Training Hours	675	1,317	1,279
Ocean Rescue – Beach Population	Will Resume in the Spring		
Ocean Rescue – Total Incidents			
Ocean Rescue – Swimmer Assist/Rescues			

Police Department			
Metric	Current Month February 2021	2020/2021 Fiscal Year to Date	2019/2020 Fiscal Year to Date
Dispatched Calls	1,615	14,467	11,093
Dispatched Calls per Patrol Officer	81	723	553
UCR Part 1 Crimes	19	253	308
Police Department – Animal Control Division			
Animal Impoundments	6	68	56
Civil Citations Issued	0	6	5
Non-dispatched Services	60	424	282