

BENJAMIN A. SPROUL
Mayor

IVY RAY INGRAM
Mayor Pro Tempore

TERRY L. GRAY
BERNARD B. MCAVOY, JR.
JOHN L. WINDLEY
Commissioners

CASEY C. VARNELL
Town Attorney

DEBORA P. DIAZ
Town Manager

MARY E. QUIDLEY, CMC
Town Clerk

CHARLENE S. ALLEN
Assistant Town Manager

BEVERLY A. KISSINGER, CPA
Director of Finance and Tax

MEREDITH B. GUNS
Director of Planning and Development

STEVE ALBRIGHT
Public Services Director

TROY TILLEY
Fire Chief

GARY BRITT
Police Chief

Town of Kill Devil Hills, North Carolina

Recommended Budget for the Fiscal Year 2021 – 2022

Plan Year 2022 - 2023



MISSION

The Town of Kill Devil Hills is dedicated to enhancing the quality of life for all citizens and property owners by providing the maximum level of service in the most effective and efficient manner while exercising sound fiscal responsibility. We value: citizen participation, honesty and integrity, unity and teamwork, fairness and equity and our unique natural environment. Our desire is for Kill Devil Hills to be recognized as a wonderful place to live, where our citizens receive high quality services, our employees work in an atmosphere of respect and support and our leadership stimulates cooperation and innovation in our community.



**TOWN OF KILL DEVIL HILLS BUDGET MESSAGE
FISCAL YEAR 2021/2022**

DATE: MAY 10, 2021
TO: MAYOR AND BOARD OF COMMISSIONERS
FROM: DEBORA P. DIAZ, TOWN MANAGER 

I am pleased to submit Kill Devil Hills Fiscal Year 2021/2022 Recommended Budget, which is balanced in accordance with the provisions of the North Carolina Local Government Budget and Fiscal Control Act. All funds within the proposed budget are balanced, and all revenues and expenditures are identified for Fiscal Year 2021/2022.

In preparation for a new fiscal year budget, and to assure conformance with the adopted fiscal year budget, the Finance Department constantly monitors estimated and actual revenues; expenditures are examined to ensure each is verifiable to its intended service, purchase or project.

When projecting revenues, the Finance Director and Staff communicate with federal resources, such as the Department of Labor; North Carolina resources, such as the Department of Revenue; and local resources, such as Dare County and the Outer Banks Visitors Bureau, to understand outside influencing factors. Federal, state, and local economic indicators are analyzed so that we may understand how they affect the

operations, and therefore the budget, of the Town of Kill Devil Hills.

This past year brought about much uncertainty and change to our daily lives and work routines. There were revenue concerns related to COVID-19 going into Fiscal Year 2020/2021.

Some sectors of the local economy suffered a COVID-19 pandemic recession in 2020. But that was not the case for one part of Dare County: the Hospitality Industry, where, despite the pandemic-related closure of Dare County to visitors for two months in the spring of 2020, the 2020 occupancy revenue for the full calendar year topped the total 2019 numbers by 11%. With strong revenues, the Town is in the position to include projects in this budget that were removed from the previous year's budget and move forward with much needed projects.

Certain revenues are predicted for the 2021/2022 fiscal year as follows:

- ✓ State and local sales taxes have been budgeted based on FY 2019 & 2020 pre COVID-19 month's actual collections with an average 3.5% increase with updated tax levy share percentage.
- ✓ Occupancy tax revenue estimates were budgeted based on an average decrease of 7% of FY 2020-21 actuals in response to anticipated decline in shoulder season occupancy.
- ✓ The Land Transfer tax is reduced from FY 2021 level but projects a 5% increase from FY 2020.
- ✓ Powell Bill distributions are estimated to be restored to the FY 2020 level and is based on population and Town maintained street mileage.

Great appreciation is extended to the Board of Commissioners for the support and guidance given all year that determined the objectives of this recommended budget.

Developing a document of this magnitude and significance is the result of many individuals. Management recognizes those members of staff who participated in budget preparation, and all of our employees for it is they who, each year, are responsible for the adopted budget's success. Great appreciation is also extended to Finance Director Beverly Kissinger and the members of the Finance Department for their tireless work and energy to provide the financial data for this

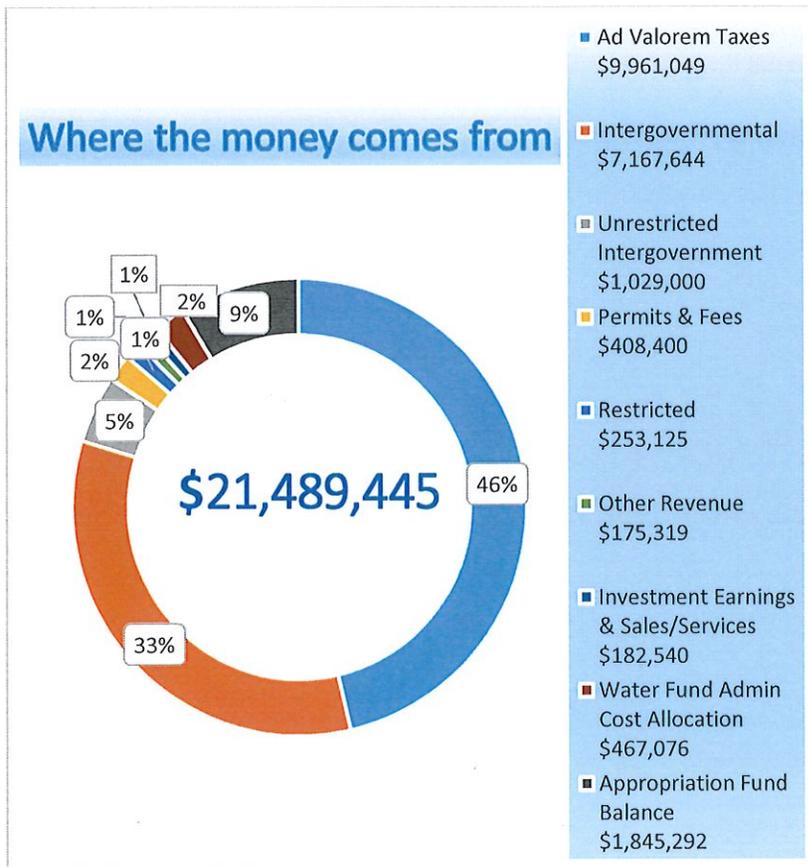
document, and to prepare and complete the recommended budget.

BUDGET OVERVIEW

The review and adoption of the annual operating budget is one of the most important policy-making responsibilities of the Mayor and Board of Commissioners. The governing board must establish service levels based on priorities among competing government services and within the fiscal capacity of the Town. By analyzing the requirements for service delivery, management must submit recommendations which fulfill the Board's priorities and conform to an established policy and direction.

Preparation of the Recommended Budget for Fiscal Year 2021/2022 was developed by the Board of Commissioners guidance and established principles which helped formulate these goals:

- ✓ Maintain the overall quality of life for our residents;
- ✓ Maintain the quality and variety of services provided;
- ✓ Align allocations with established priorities;
- ✓ Identify and conservatively budget all available revenue sources in each of the operating funds: General Fund, Water Fund, and Wastewater Fund.



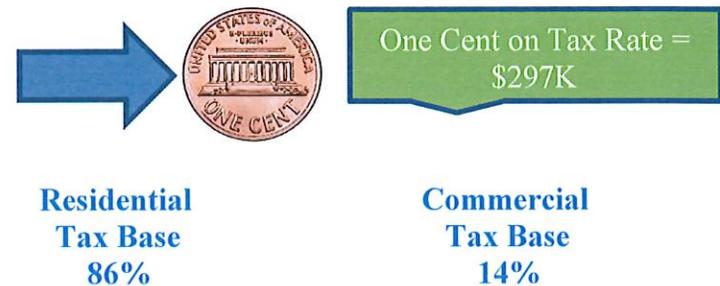
GENERAL FUND REVENUES

AD VALOREM TAXES – TOWN-WIDE

Ad valorem taxes are charged based on each \$100 valuation of assessed property. The recommended budget reflects no increase to the current ad valorem Town-wide tax, for a tax rate of \$.32 per \$100 valuation of real property. The Dare County Tax Collector is responsible for collecting ad valorem taxes for

the Town of Kill Devil Hills and the recommended budget proposes to maintain that arrangement.

Fiscal Year 2021/2022 ad valorem taxes have been calculated using an estimated Town-wide tax base, including vehicles, of \$2,965,544,412 and a tax collection rate of 99.39%; one penny levied generates \$296,554 in revenue. Property values used to determine the tax base for the budget were updated January 1, 2021. The Town-wide ad valorem tax levy is \$9,431,855.



AD VALOREM TAXES – MUNICIPAL SERVICE DISTRICT FOR BEACH NOURISHMENT

The additional \$.24 tax rate applicable to the real property listed within Kill Devil Hills’ Beach Erosion Control and Flood and Hurricane Protection Works Municipal Service District (MSD), charged for the purpose of raising the revenue listed as “Taxes – Municipal Service District” remains. The real property tax base within the MSD is \$205,362,296. The total levy within the MSD is \$491,194 based on the tax collection rate of 99.66%.

MSD ad valorem revenues, and sales tax revenues realized because of the MSD ad valorem rate and levy, must be used for, and will be expended in, the Town’s beach nourishment

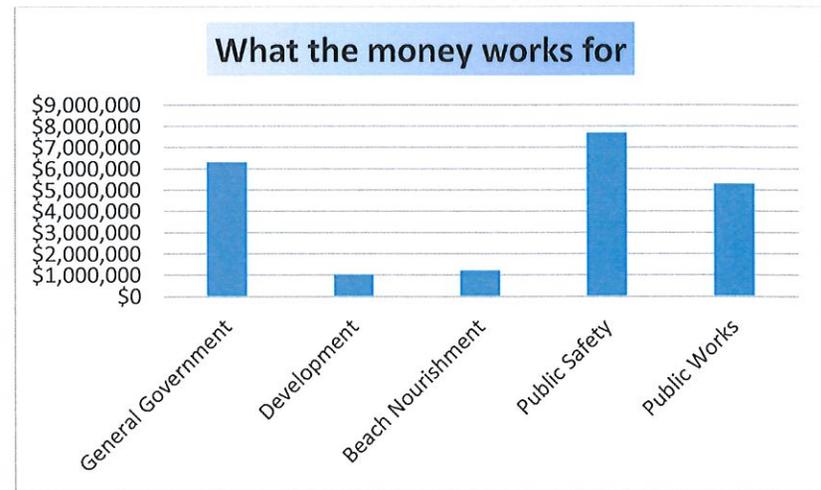
project, including the five-year debt service on the issuance of \$5,036,691 in special obligation bonds, which finances Kill Devil Hills' portion of the beach nourishment project. The special obligation bonds represent 57% of the total project cost of \$8,807,166, with Dare County funding most of the difference. Four of the five principle payments have been made since inception of the bonds, which leaves one remaining. The balance on the principle at June 30, 2021 is \$1,007,339.

During the 2020/2021 fiscal year, beach nourishment annual monitoring, borrow area studies, environmental assessments, beach surveying and analysis, and permitting and design of the 2022 beach re-nourishment project were accomplished. During the 2021/22 fiscal year, the 2022 beach re-nourishment project is recommended to be financed by special obligation bonds, contributions from Dare County beach nourishment fund, ad valorem revenues, and other sources of revenue are grants from FEMA and NCDEQ.

HIGHLIGHTS OF OTHER GENERAL FUND REVENUES

Total General Fund revenues are projected at \$21,489,445. To achieve a balanced General Fund budget, an appropriation of \$1,845,292 from the General Fund balance is recommended. The fund balance is healthy and remains above the target of 35%.

North Carolina Powell Bill revenues are projected at \$240,000. General sales taxes on electricity consumption are projected at a 1.25% increase.



GENERAL FUND EXPENSES

HIGHLIGHTS OF GENERAL FUND
CAPITAL IMPROVEMENTS AND OTHER EXPENSES

Points of interest in the Administration Department budget include continued sponsorship of various special events for which grant funding will be sought as appropriate.

The Shoreline Access Reserve account is funded in the amount of \$30,000. Expenditures from reserve accounts must be authorized by action of the Board of Commissioners.

Other projects in Buildings and Grounds Division capital expenses are recommended to include repairs to apparatus bay ramp at the Fire Department 1634 N. Croatan Highway; replace east wing roof and gutter repair at Town Hall; remodel Planning Department; replace generator at Town Hall; continue

improvements at beach accesses for ADA compliance; continue other improvements and repairs to beach accesses; and, construct an open air pavilion at Aviation Park.

Continuation of the agreement with Dare County for collection of ad valorem taxes is recommended.

In the Management Information Systems Division, the recommended budget includes replacement of the Police Department server, and the addition of a Planning Department Smartgov Portal to allow online citizen requests for inspections, permits and applications.

Cyber insurance brokered with the North Carolina League of Municipalities (NCLM) is recommended.

Recommendations in the Planning Department's budget include funding for continued Flood Damage Prevention public outreach and publications; zoning and subdivision chapter ordinance updates; and contracted services related to Geographic Information System (GIS) needs.

The 2021/2022 street improvements, drainage and waterlines improvements projects, include W. Third Street from US 158 to Seminole Street; S. Seminole Street; US 158 drainage from W. Fourth Street to W. Third Street; W. Third Street sidewalk extension to Bay Drive, no roadway improvements, and only limited drainage.

The Sidewalk and Multi-Use Path Capital Reserve Fund includes a \$100,000 appropriation for future construction.

Motorola body cameras video service contract for the Police Department is recommended.

Replacement of portable radios is recommended for the Fire Department.

We calculate the estimated cost for both gasoline and diesel fuels based on the average wholesale price per gallon according to the Energy Information Association (www.eia.gov). The recommended budget projects costs of \$2.25 per gallon for regular unleaded, and \$2.40 per gallon for diesel (estimated at 76% increase per gallon)

In the Solid Waste Division, the budget reflects increases to both garbage and construction and demolition disposal tipping fees for an estimated 11,675 tons of garbage at \$75.94 per ton, and 1,100 tons of construction and demolition (C&D) debris at \$65.00 per ton.

GENERAL FUND FLEET REPLACEMENTS

Fleet replacements in the General Fund are recommended as follows:

- Police Department – five police vehicles
- Streets Division – John Deere tractor backhoe and Volvo Dump truck
- Solid Waste Division – two residential garbage trucks and one commercial garbage truck

PERSONNEL

This document maintains the current practice of examining vacant positions for the possibility of assigning duties and responsibilities elsewhere. It is the duty of management to analyze and evaluate existing allocated positions and make improvements that will have a positive impact on the Town.

The presented budget continues funding of the Market - Performance Plan as recommended in the 2015 MAPS pay study. Consistent funding of the Market - Performance Plan situates Kill Devil Hills in the desirable position of placing and maintaining half of the employee population in the center 50% of established grades; thereby, reducing the expected impact cost of future pay studies and also maintaining a more accurate and competitive employment-pay environment.

This year, and in future years, when funding is possible, the Market - Performance Plan will contain funding as outlined:

- ✓ Market funding is established by the rate of inflation as determined by the Consumer Price Index (CPI).
- ✓ Performance and career development funding is included.

The recommended budget includes a Market 2.6% Cost of Living Adjustment for all employees. Funding has been appropriated to continue the Town's 401(k) Deferred Compensation Program.

This recommended budget contains funds for continuing professional development education and training for our

employees; provided such opportunities meet the fundamental needs and requirements for each department and position.

Health insurance coverage renewal rates for the current plan have increased 5% for both active employees and retirees. This spike in rates is due to a combination of significant claims experience from relatively small number of high dollar claims and a general increase in the cost of healthcare. Our plan is provided through the North Carolina League of Municipalities and we will continue to monitor it while exploring future options to ensure it offers an effective balance between cost to the Town and benefits to the employee.

In Personnel an additional Facility Maintenance Specialist position is recommended in the Building and Grounds Division. This position will assist in meeting the expanded duties in providing maintenance service for enhanced recreational facilities and parks, and increased beach/soundside accesses, which have created increased maintenance responsibilities for the Grounds crew.

No other positions are recommended.

WATER FUND REVENUES

Kill Devil Hills' Water System Master Plan (WSMP) was developed in 2002 as an extended plan for funding 20 years of improvements to the Town's water system. During Fiscal Year 2011/2012, the Plan was revised to consider the more than \$9 million in infrastructural improvements completed since the original plan was adopted, integrating those improvements with the replacements and upgrades that remained outstanding. As

with the original, the current WSMP included incremental rate increases to fund necessary improvements.

Since its revision, the Board of Commissioners has consistently implemented the WSMP's recommendations. In the 2021/2022 fiscal year, retail water rates are recommended to increase 4% as we continue to address operating costs and waterline and system improvements that are associated with the WSMP. Tap fees are also proposed to increase based on the cost of materials and installation.

WATER FUND

HIGHLIGHTS OF WATER FUND CAPITAL IMPROVEMENTS AND OTHER EXPENSES

Cost allocation to the General Fund is reflected by application of a formula that includes cost of actual services provided. The wholesale water rate, which is paid to Dare County, is \$2.152 per 1,000 gallons.

For waterline improvements associated with the 2021/2022 streets project, \$275,000 is recommended. Drainage/street project improvements for the W. Third Street project \$368,000 is recommended.

Two Trimble handhelds for meter reading is recommended.

WATER FUND FLEET REPLACEMENTS

No fleet replacements in the Water Fund are recommended.

WASTEWATER FUND REVENUES

The Wastewater Fund is guided by a capital improvements program for the Southern Sanitary District (Ocean Acres), which was developed in 2010. It includes a recommended schedule of rates and fees to accomplish the following:

- Provide for sustained reliable operation;
- Fund needed capital improvements; and
- Enable repayment of the long-term loan that was provided by the Water Fund

This recommended budget maintains the current rate structure of base charge as outlined in the capital improvements program.

HIGHLIGHTS OF WASTEWATER FUND CAPITAL IMPROVEMENTS AND OTHER EXPENSES

A repayment of \$18,750 will be made from the Wastewater Fund to the Water Fund.

CONCLUSION

Fiscal sustainability and prudent management of public finances are critical elements of a financial strategy that secures the public trust and maximizes the investment of limited resources.

The Town of Kill Devil Hills is in strong financial condition and stays committed to ensuring long-term success through conservative revenue projections and the use of long-term capital planning which, year after year, helps us effectively respond to the continuing needs and aspirations of our citizens,

businesses, and visitors. We must always keep in focus that Kill Devil Hills serves a much greater population than those who reside and work within our corporate limits on a year-round basis.

We must be adaptable to changing conditions that are beyond our control, yet committed to our approach in meeting the challenges of such deviations by ensuring that every member of our staff is actively engaged in our mission: to provide the highest quality of services to our citizens and visitors. Service is our business and we continue to welcome ideas to enhance the quality of the product we deliver.

Thank you.

Town of Kill Devil Hills, North Carolina
Recommended Budget Ordinance
For the Fiscal Year 2021-2022

Budget Ordinance Number _____

BE IT ORDAINED by the Honorable Mayor and Board of Commissioners of the Town of Kill Devil Hills, North Carolina:

Section 1.

The following amounts are hereby appropriated in the General Fund for the operation of the Town government and its activities for the fiscal year beginning July 1, 2021 and ending June 30, 2022, in accordance with the chart of accounts heretofore established for this town:

Administration	\$ 1,307,513
Administration – Buildings and Grounds	2,378,742
Finance and Taxes	1,681,931
Finance – Management Information Systems	428,796
Finance – Fleet Maintenance	506,626
Planning and Development	1,018,688
Planning and Development – Beach Nourishment	1,205,914
Police	4,010,210
Police – Animal Control	169,945
Fire – Station 14	2,759,032
Fire – Ocean Rescue	737,909
Public Works – Streets	2,039,076
Public Works – Powell Bill	240,000
Public Works – Solid Waste	3,005,063
	<u>\$ 21,489,445</u>

It is estimated that the following revenues will be available to the General Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

Ad valorem taxes	\$ 9,953,049
Tax penalties and interest	8,000
Other taxes and licenses	7,167,644
Unrestricted intergovernmental revenues	1,029,000
Restricted intergovernmental revenues	253,125
Permits and fees	408,400
Sales and services	82,540
Investment earnings	100,000
Other revenues	175,319
Cost allocation - Water Fund	467,076
Undesignated Fund Balance Appropriated	1,845,292
	<u>\$ 21,489,445</u>

Section 2.

The following amounts are hereby appropriated in the Capital Reserve Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

Reserved for future projects – Streets	\$ 775,000
Reserved for future projects – Sidewalk	100,000
Reserved for future projects – Shoreline Access	30,000
	<u>\$ 905,000</u>

It is estimated that the following revenues will be available in the Capital Reserve Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

Transfer from General Fund to Street Construction CRF	\$ 775,000
Transfer from General Fund to Sidewalk Construction CRF	100,000
Transfer from General Fund to Shoreline Access Const. CRF	30,000
	<u>\$ 905,000</u>

Section 3.

The following amounts are hereby appropriated in the Water Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

Water Administration	\$ 894,534
Water Treatment Plant	1,774,473
Water Systems	1,264,161
Cost allocation - General Fund	467,076
	<u>\$ 4,400,244</u>

It is estimated that the following revenues will be available in the Water Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

Water sales	\$ 4,275,994
Taps and connections	50,000
Interest on investments	40,000
Miscellaneous revenues	15,500
Wastewater debt repayment	18,750
	<u>\$ 4,400,244</u>

Town of Kill Devil Hills, North Carolina
Recommended Budget Ordinance
For the Fiscal Year 2021-2022

Section 4.

The following amounts are hereby appropriated in the Water Capital Reserve Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

Water System development – Expansion and Replacement	\$ 324,000
	\$ 324,000

It is estimated that the following revenues will be available in the Water Capital Reserve Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

Water System development fees	\$ 324,000
	\$ 324,000

Section 5.

The following amounts are hereby appropriated in the Wastewater Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

Wastewater System	\$ 230,470
	\$ 230,470

It is estimated that the following revenues will be available in the Wastewater Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

Wastewater charges	\$ 223,900
Taps and connections	6,570
	\$ 230,470

Section 6.

The following amounts are hereby appropriated in the Wastewater Capital Reserve Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

Wastewater System development - Expansion and Replacement	\$ 18,750
	\$ 18,750

It is estimated that the following revenues will be available in the Wastewater Capital Reserve Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

Wastewater System development fees	\$ 18,750
	\$ 18,750

Section 7.

There is hereby levied a tax at the rate of \$.32 per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2021, for the purpose of raising the revenue listed as “Taxes - Current Year” in the Annual Budget Estimate-Revenue section of this proposed budget.

The rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$2,965,544,412 and an estimated collection rate of 99.39 percent.

There is hereby levied an additional tax at the rate of \$.24 per one hundred dollars (\$100) valuation of property listed in the Municipal Service District (MSD) for taxes as of January 1, 2021, for the purpose of raising the revenue listed as “Taxes – Municipal Service District” in the Annual Budget Estimate-Revenue section of this proposed budget.

The rate of tax is based on an estimated total valuation of property in the Municipal Service District for the purpose of taxation of \$205,362,296 and an estimated collection rate of 99.66 percent.

Town of Kill Devil Hills, North Carolina
Recommended Budget Ordinance
For the Fiscal Year 2021-2022

Section 8.

The budget officer is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

- A. He/she may transfer amounts between objects of expenditure (line item) within a department without limitation and without a report being requested.
- B. He/she may not transfer any amounts between departments of the same fund with the following exceptions:
 - 1. Amounts may be transferred between the following departments:
Administration
Administration - Buildings and Grounds
 - 2. Amounts may be transferred between the following departments:
Finance
Finance - Management Information Systems
Finance - Fleet Maintenance
 - 3. Amounts may be transferred between the following departments:
Planning
Planning – Beach Nourishment
 - 4. Amounts may be transferred between the following departments:
Police
Police - Animal Control
 - 5. Amounts may be transferred between the following departments:
Fire – Station 14
Fire - Ocean Rescue
 - 6. Amounts may be transferred between the following departments:
Public Works - Streets
Public Works - Solid Waste

- 7. Amounts may be transferred between the following departments:
Water Administration
Water Plant
Water Systems

These departments are accounted for individually for reporting purposes. However, only one department head presides over Administration; one over Finance; one over Planning; one over Police; one over Fire; one over Public Works; and, one over the Water department. Transfers between a single department head's programs may become necessary and may be expended through approval by the budget officer. Any such transfers shall be reported to the governing board at its next meeting and shall be entered into the minutes.

- C. He/she may not transfer any amount between funds nor from any contingency appropriation within any fund.

Section 9.

The budget is presented in object of expenditure (line item form) for detail purposes only. The budget is adopted on a departmental appropriation basis.

Section 10.

Fees. (Non-refundable)

Charges for services and fees by Town departments, excluding those established by state statute, are levied in the amounts set forth in the attached fee schedule (see Attachment 1).

Town of Kill Devil Hills, North Carolina
Recommended Budget Ordinance
For the Fiscal Year 2021-2022

Section 11.

Water Rates
Quarterly Minimum Charge for the
First 5,000 Gallons

Meter Size	Rate
5/8 inch	\$ 72.00
1 inch	131.00
1 ½ inch	302.00
2 inch	561.00
3 inch	1,078.00
4 inch and up	2,044.00

Commodity Rate
(Per 1,000 Gallons)

Gallage	Kill Devil Hills Customers	Out of Town Customers ¹
6,000 – 40,000	\$ 8.00	\$ 8.50
41,000 – 250,000	8.50	9.00
251,000 – 1,000,000	9.00	9.50
1,001,000 and over	9.50	10.00

¹ The basic 5/8 inch meter rate for Out of Town customers is \$89.00 for the first 5,000 gallons and the commodity rate shown here.

Surety Deposits

Meter Size	Rate
5/8 inch	\$ 100.00
1 inch	200.00
1 ½ inch	350.00
2 inch	550.00
3 inch	1,100.00
4 inch and up	2,200.00
Hydrant Meter	1,000.00

Tap Fees
(Installation Charges)

Meter Size	Fee
5/8 inch	\$ 1,145.00
1 inch	1,460.00
1 ½ inch	3,945.00 **
2 inch	4,315.00 **
3 inch and up	***

** Additional fees apply if a road bore is needed

*** Cost (materials, labor, equipment, engineering, etc.)

Water meter service size shall be determined by the Public Services Director or his/her designee based on American Waterworks Standards.

System Development Fees

\$4,000 per 5/8 inch meter unit. A meter unit shall equal one 5/8 inch system development fee charges as follows:

Single Family Residence - one 5/8 inch system development fee (SDF) per unit.

Multifamily -

1. Condos, town houses, cottage courts, apartments, duplexes, mobile homes and other types of multifamily units – one system development fee per unit.

2. Hotel, motels, assisted living, and nursing homes –
a. One system development fee per each unit that provides independent living accommodations including separate areas for 1. Sleeping (bedroom); 2. Bathing and waste disposal (bathroom); and, 3. Food preparation with cooking facilities (kitchen or kitchenette).

b. Efficiency or kitchenette unit including hotel or motel units that provide an area for food preparation with cooking facilities (kitchen or kitchenette) but without a separate sleeping area (bedroom) calculated at one system development fee for every two units.

Town of Kill Devil Hills, North Carolina
Recommended Budget Ordinance
For the Fiscal Year 2021-2022

c. Standard room without food preparation and cooking facilities (kitchen) calculated at one system development fee for every three units.

3. Per §51-35 of the KDH Town Code, "The town reserves the right in all cases to stipulate the size, type, and make of the meter to be used on any connection." Meters other than ordinary 5/8" single-family residences shall be sized according to the American Waterworks Association (AWWA) Manual M-22, latest edition. Once the meter size has been calculated and approved by the Town, the SDF shall be determined by the meter size in accordance with the following table:

1" Meter...	\$ 6,900	3" Meter.....	20,300
1 ½" Meter...	10,500	4" Meter.....	27,600
2" Meter.....	13,900	6" Meter.....	41,800

Miscellaneous Fees – are levied in the amounts set forth in the attached fee schedule (see attachment 2).

Section 12.

Wastewater Rates
Quarterly Minimum Charge for the
First 4,000 Gallons

Minimum (0-4,000 Gallons)	\$ 72.00
Commodity rate (per 1,000 Gallons)	17.70
Surety deposits (double the quarter minimum)	144.00
Connection fee (all meter sizes).	1,500.00
System Development fee (based on design flow).	12.31/gal
Reconnection fee (for non-payment of application).	50.00
Penalty – 10 percent (late payment of bills)	

Town of Kill Devil Hills, North Carolina
Recommended Budget Ordinance
For the Fiscal Year 2021-2022

Section 13.

Copies of the Budget Ordinance shall be furnished to the Budget Officer, the Finance Officer and the Tax Collector for direction in the carrying out of their duties.

Adopted this ____ day of June, 2021, upon motion by _____, seconded by _____, the KILL DEVIL HILLS BOARD OF COMMISSIONERS BUDGET ORDINANCE FOR THE FISCAL YEAR 2021-2022 was passed by a vote of ____ in favor and ____ opposed.

SEAL _____
Benjamin A. Sproul
Mayor of Kill Devil Hills

ATTEST:

Mary E. Quidley, Town Clerk

APPROVED AS TO FORM:

Casey C. Varnell, Town Attorney

I, Mary E. Quidley, Town Clerk of the Town of Kill Devil Hills, do hereby certify that the foregoing entitled KILL DEVIL HILLS BOARD OF COMMISSIONERS BUDGET ORDINANCE FOR THE FISCAL YEAR 2021-2022 was placed in the Town Code on the ____ day of June, 2021, at ____ o'clock __ m.

Mary E. Quidley, Town Clerk

General Fund - Fee Schedule (Non-refundable)

<i>Development Review Fees</i>	
Additions for existing single-family and duplex dwellings (less than 50% of the value of the structure). Heated space only.	\$75 per addition.
Additions for existing single-family and duplex dwellings (less than 50% of the value of the structure) and accessory structures to single-family and duplex dwellings (excluding pools and hot tubs). Unheated space only.	Exempt from the development review fee schedule provided it is in compliance with the National Flood Insurance Program and Dare County Health Department. A building permit shall be required with appropriate building permit fees paid.
New or substantially improved one and two family dwellings.	\$150 per unit up to 3,000 square feet. Structures over 3,000 square feet is \$150 plus 5 cents for each additional square foot over 3,000 (heated space).
Commercial, warehouse, motel, hotels, multi-family dwellings, condominiums, townhouses and apartment buildings. Heated space only.	50 cents per square foot, minimum fee of \$150
Commercial, warehouse, motel, hotels, multifamily dwellings, condominiums, townhouses and apartment buildings. Unheated space only.	30 cents per square foot, minimum fee of \$150
Commercial parking spaces; commercial, business and multi-family accessory parking areas excluding single-family residences.	This fee is in addition to required review fees - \$20 per space
All other new development not included elsewhere in the fee schedule excluding open decks and walkways.	30 cents per square foot, minimum fee of \$150
Lots in proposed subdivision.	\$100 per lot
Exempt plat fees.	\$150 each
Review for private development of public right of way.	\$150 each
Inspection prior to moving a structure.	Within town - \$100 each Outside town - \$250 each
Administrative site plan review fee.	\$150 each
Certificates of Appropriateness review fee.	\$50 each
Conditional Use Application - Multi-family dwellings, workforce housing, wastewater treatment facilities, planned unit development, body piercing and sexually oriented businesses.	\$250 in addition to required review fees
Conditional Use Application - Private lifeguard services, outdoor recreational activities, wind turbine, event gardens and outdoor dining areas.	\$200 in addition to required review fees
Conditional Use Application - All others not previously listed.	\$150 in addition to required review fees

General Fund - Fee Schedule (Non-refundable)

Building Permit Fees. Prior to the issuance of any permit, all building permit fees shall be paid, along with all other required town fees. All permits shall be consistent with the North Carolina Uniform Building Code.

All new structures and additions including covered decks and all structures moved within or into town, excluding those structures relocated on the same lot. This fee includes plumbing, electrical and mechanical permits in one joint permit.	Residential heated space - 75 cents per square foot, Residential unheated space - 40 cents per square foot, Commercial heated and unheated space - 80 cents per square foot, minimum fee of \$150.
Piers, bulkheads, open decks, new roofs and any activity which requires a building permit not addressed in this schedule.	\$150 each
Fences, demolition and land disturbance.	\$100 each
Certificate of Occupancy	\$50 each
Signs	\$100 per sign
Banners	\$50 each
Renovation/remodeling and relocation (on same lot) of existing structures without a change in the footprint including electrical, plumbing and/or mechanical upgrades.	45 cents per square foot, minimum fee of \$100
Electrical permits, plumbing permits, mechanical permits.	\$150 each
Pool and hot tub	\$200 each
Accessory use structure (excluding pools, hot tub and heated space).	Residential - 30 cents per square foot, minimum fee of \$100 Commercial - 45 cents per square foot, minimum fee of \$150
Temporary poles, phone booths and CATV amplifiers.	\$50 per installation
Re-inspection fee for all required re-inspections.	\$100 each
Homeowner recovery fee.	\$10
Temporary electric service (prior to occupancy).	\$100 per unit
A penalty fee shall be charged for starting work without a permit.	Amount equal to the permit fee in addition to the permit fee.
Driveway permit	\$50 each
Permit Reinstatement Fee	One-half the cost of the original permit with a minimum fee of \$100. (Reinstated permits will be inspected under the applicable codes in effect at the time of reinstatement).

Miscellaneous Fees. Miscellaneous fees shall include but not be limited to the following

Cook Book - \$5.00 to McCown Scholarship Fund, \$20.00 subject to NC sales tax ¹	\$25.00
License plates (regular) ¹	\$5.00
Birdhouse/Bird Feeder ¹	\$10.00
Paws Park T-Shirt ¹	\$14.99
Sunshine list	\$10.00
Windsock ¹	\$8.43

¹ Subject to NC sales tax

General Fund - Fee Schedule (Non-refundable)

Attachment 1

Miscellaneous Fees (con't). Miscellaneous fees shall include but not be limited to the following

Animal adoption fee	\$10.00
Animal shelter boarding fee – per day	\$50.00
Dog tag fee; male or female intact, or without proof of being spayed or neutered	\$5.00
Dog tag fee (issuance) with proof of being spayed or neutered	\$2.50
Dog tag fee (replacement tags)	\$2.50
Rabies inoculation	\$7.00
Comprehensive Annual Financial Report ¹	\$25.00
Copies B/W ¹	6 cents per page
Copies Color ¹	9 cents per page
Copies (large format sheets 18" and above) B/W ¹	\$5.00 per sheet
Copies (large format sheets 18" and above) Color ¹	\$50.00 per sheet
Photography Copies - Printed ¹	\$2.00 per sheet
Photography Copies - Digital ¹	\$10 per CD
Video copy fee ¹	Actual cost of media
Recycle bag ¹	\$2.81
Return check fee	\$25.00
Town budget ¹	\$25.00
Fingerprint fee	\$10.00
Police or accident reports	\$5.00
Precious Metals: NC 66-165	
Annual permit fee	\$180.00
Employee permit (initial)	\$10.00
Employee permit (renewal)	\$3.00
Taxi cab companies application review fee	\$50.00
Taxi cab driver permit	\$15.00
Taxi cab driver renewal fee	\$5.00
Business registration fee	\$25.00
Application for Town Code Amendment (no more than 2 revisions per application)	\$250.00
Application to Board of Adjustment (variances and appeals)	\$300.00

¹ Subject to NC sales tax

General Fund - Fee Schedule (Non-refundable)

Attachment 1

<i>Miscellaneous Fees (con't)</i> . Miscellaneous fees shall include but not be limited to the following	
Daycare, retirement daycare, adult daycare inspection fee (annual or initial)	\$100.00
Town Code book ¹	\$125.00
Zoning Ordinance (small map included) ¹	\$20.00
Zoning compliance letters	\$75.00
Beach driving permit - seasonal	\$25.00
Beach driving permit - short-term (up-to-14-day time period)	\$10.00
Commercial dumpster container ¹	Cost plus \$75 administrative fee
Commercial dumpster lid for baker containers ¹	\$45.00
Commercial dumpster lid rod and hardware ¹	\$18.00
Commercial dumpster lid limiters ¹	\$50.00
Residential refuse containers (new and replacement) ¹	\$100.00
Residential refuse containers (overflow - winter only) ¹	Cost plus 10% administrative fee
Residential refuse container replacement axle ¹	\$10.00
Residential refuse container replacement lid ¹	\$25.00
Residential refuse container replacement wheel ¹	\$10.00
No trespassing Sign ¹	\$27.17

1 Subject to NC sales tax

Water Fund - Fee Schedule

Attachment 2

Miscellaneous Fees

Turn off fee (winterizing)	\$25.00
Administrative service penalty (non-payment)	\$50.00
Reconnect fee (non-payment of application)	\$50.00
Re-read fee/in-house calibration (if nothing is wrong with the meter)	\$25.00
Return check fee	\$25.00
Locks	\$100.00
Angle valve (includes lock)	\$250.00
Coppersetter (includes lock and angle valve)	\$350.00
Meter – 5/8" (includes lock, angle valve and coppersetter)	\$500.00
Drop-in fee (existing tap but no meter)	Cost of materials plus 25%
Radio-read adapter	\$150.00
Meter box and/or lid (5/8" and 1")	\$100.00
Service line	\$100.00
Penalty – (late payment of water bill)	10 percent

Distribution System – any damage to our Distribution System (meters larger than 5/8", hydrants, water mains, main line valves, fire hydrants, etc.) - the fee will be a total of actual costs for labor, materials, equipment, water loss, plus an administrative charge equal to 25 percent of the costs for labor, materials, equipment and water loss.

Town of Kill Devil Hills, North Carolina
Capital Project and Capital Reserve Budget Ordinances
Adopted in Prior Years

Kill Devil Hills Board of Commissioners
Capital Reserve Ordinance

Budget Ordinance Number 2014-12

CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF THE
CONSTRUCTION OF SIDEWALKS AND MULTI-USE PATHS IN KILL
DEVIL HILLS

BE IT ORDAINED by the Honorable Mayor and Board of Commissioners of the Town of Kill Devil Hills, North Carolina that the following Capital Reserve Fund is hereby established:

Section 1.

The Board of Commissioners hereby creates a capital reserve fund for the purpose of the construction of sidewalks and multi-use paths in Kill Devil Hills.

Section 2.

The Kill Devil Hills Board of Commissioners will make appropriations from this fund to finance capital projects which are part of a multi-year program of sidewalks and multi-use paths construction.

Section 3.

This fund will remain operational for a period not to exceed ten years beginning July 1, 2014 and ending July 1, 2024.

Section 4.

The Kill Devil Hills Board of Commissioners will strive to appropriate or transfer an amount each year to this fund which will provide funding for the stated purpose.

Section 5.

A percentage of the ad valorem tax revenue will serve as the source of revenue for the capital reserve fund.

Adopted June 25, 2014.

Town of Kill Devil Hills, North Carolina
Capital Project and Capital Reserve Budget Ordinances
Adopted in Prior Years

Kill Devil Hills Board of Commissioners
Capital Reserve Ordinance

Budget Ordinance Number 15-4

CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF THE
CONSTRUCTION OF AND IMPROVEMENTS TO STREETS AND
RELATED STORM WATER MANAGEMENT

BE IT ORDAINED by the Honorable Mayor and Board of Commissioners of the Town of Kill Devil Hills, North Carolina, that the following Capital Reserve Fund is hereby established:

Section 1.

The Board of Commissioners hereby creates a capital reserve fund for the purpose of the construction and improvements of streets and related storm water management improvements.

Section 2.

The Kill Devil Hills Board of Commissioners will make appropriations from this fund to finance capital projects which are part of a multi-year program of streets construction and improvements and related storm water management improvements.

Section 3.

This capital reserve fund combines our capital reserve fund for street construction and improvements and our capital reserve fund for storm water management improvements which were previously accounted for in separate reserve funds.

Section 4.

This fund will remain operational for a period not to exceed ten years beginning July 1, 2015 and ending June 30, 2025.

Section 5.

The Kill Devil Hills Board of Commissioners will strive to appropriate or transfer an amount each year to this fund which will provide funding for the stated purpose.

Section 6.

A percentage of the ad valorem tax revenue will serve as the source of revenue for the capital reserve fund.

Section 7.

This ordinance shall become effective upon its adoption.

Adopted June 24, 2015

Town of Kill Devil Hills, North Carolina
Capital Project and Capital Reserve Budget Ordinances
Adopted in Prior Years

Kill Devil Hills Board of Commissioners
Capital Reserve Ordinance

Budget Ordinance Number 17-13

CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF WATER
SYSTEM DEVELOPMENT AND EXPANSION

BE IT ORDAINED by the Honorable Mayor and Board of Commissioners of the Town of Kill Devil Hills, North Carolina, that the following Capital Reserve Fund is hereby established:

Section 1.

The Board of Commissioners hereby creates a Capital Reserve Fund for the purpose of funding capital projects related to the town's water system.

Section 2.

The Kill Devil Hills Board of Commissioners will make appropriations from this fund to finance capital projects of the Water System.

Section 3.

All system development fees will serve as the source of revenue for this Capital Reserve Fund.

Section 4.

This ordinance shall become effective upon its adoption.

Adopted November 13, 2019

Town of Kill Devil Hills, North Carolina
Capital Project and Capital Reserve Budget Ordinances
Adopted in Prior Years

Kill Devil Hills Board of Commissioners
Capital Reserve Ordinance

Budget Ordinance Number 17-14

CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF
WASTEWATER DEBT SERVICE, SYSTEM DEVELOPMENT AND
EXPANSION

BE IT ORDAINED by the Honorable Mayor and Board of Commissioners of the Town of Kill Devil Hills, North Carolina, that the following Capital Reserve Fund is hereby established:

Section 1.

The Board of Commissioners hereby creates a Capital Reserve Fund for the purpose of funding capital projects related to the Town's wastewater system.

Section 2.

This fund is to finance debt service payment.

Section 3.

The Kill Devil Hills Board of Commissioners will make appropriations from this fund to finance capital projects of the wastewater system.

Section 4.

All system development fees will serve as the source of revenue for this Capital Reserve Fund.

Section 5.

This ordinance shall become effective upon its adoption.

Adopted November 13, 2019

Town of Kill Devil Hills, North Carolina
Capital Project and Capital Reserve Budget Ordinances

Kill Devil Hills Board of Commissioners
Capital Reserve Ordinance

Budget Ordinance Number _____

CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF
NOURISHING APPROXIMATELY 2.6 MILES OF OCEANFRONT
BEACHES IN THE TOWN OF KILL DEVIL HILLS

BE IT ORDAINED by the Honorable Mayor and Board of Commissioners of the Town of Kill Devil Hills, North Carolina, that the following Capital Reserve Fund is hereby established:

Section 1.

The Board of Commissioners hereby creates a Capital Reserve Fund for the purpose of nourishing approximately 2.6 miles of oceanfront beaches in Kill Devil Hills.

Section 2.

The Board of Commissioners will make appropriations from this fund to finance the Town's portion of expenses to achieve this multi-year, long-term beach nourishment program in accordance with funding ratios to be established by the participating Dare County local governments based on equitable distribution of nourishment benefits.

Section 3.

The fund will remain operational for a period not to exceed ten years beginning July 1, 2021, and ending June 30, 2031.

Section 4.

The Kill Devil Hills Board of Commissioners will strive to appropriate or transfer an amount each year to this fund.

Section 5.

A percentage of the ad valorem tax revenue will serve as the source of revenue for the capital reserve fund.

Section 6.

This ordinance shall become effective upon its adoption.

Reference: CPO# _____

Town of Kill Devil Hills, North Carolina
Capital Project and Capital Reserve Budget Ordinances

Adopted this ____ day of June, 2021, upon motion by _____, seconded by _____, the CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF NOURISHING APPROXIMATELY 2.6 MILES OF OCEANFRONT BEACHES IN THE TOWN OF KILL DEVIL HILLS 2021 was passed by a vote of ____ in favor and ____ opposed.

SEAL _____
Benjamin A. Sproul
Mayor of Kill Devil Hills

ATTEST:

Mary E. Quidley, Town Clerk

APPROVED AS TO FORM:

Casey C. Varnell, Town Attorney

I, Mary E. Quidley, Town Clerk of the Town of Kill Devil Hills, do hereby certify that the foregoing the CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF NOURISHING APPROXIMATELY 2.6 MILES OF OCEANFRONT BEACHES IN THE TOWN OF KILL DEVIL HILLS FOR THE FISCAL YEAR 2021-2022 was placed in the Town Code on the ____ day of June, 2021, at ____ o'clock __m.

Mary E. Quidley, Town Clerk

Town of Kill Devil Hills, North Carolina
Capital Project and Capital Reserve Budget Ordinances

Kill Devil Hills Board of Commissioners
Capital Reserve Ordinance

Budget Ordinance Number _____

CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF
DEVELOPMENT OF RECREATIONAL FACILITIES

BE IT ORDAINED by the Honorable Mayor and Board of Commissioners of the Town of Kill Devil Hills, North Carolina, that the following Capital Reserve Fund is hereby established:

Section 1.

The Board of Commissioners hereby creates a Capital Reserve Fund for the purpose of development of recreational facilities.

Section 2.

The Board of Commissioners will make appropriations from this fund to finance capital projects which are a part of a multi-year program for the implementation of the adopted Recreational Facilities Plan.

Section 3.

The fund will remain operational for a period not to exceed ten years beginning July 1, 2021, and ending June 30, 2031.

Section 4.

The Kill Devil Hills Board of Commissioners will strive to appropriate or transfer an amount each year to this fund.

Section 5.

A portion of the ad valorem tax and other general fund revenues will serve as the source of revenue for this Capital Reserve Fund.

Section 6.

This ordinance shall become effective upon adoption.

Town of Kill Devil Hills, North Carolina
Capital Project and Capital Reserve Budget Ordinances

Adopted this ____ day of June, 2021, upon motion by _____, seconded by _____, the CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF DEVELOPMENT OF RECREATIONAL was passed by a vote of ____ in favor and ____ opposed.

SEAL _____
Benjamin A. Sproul
Mayor of Kill Devil Hills

ATTEST:

Mary E. Quidley, Town Clerk

APPROVED AS TO FORM:

Casey C. Varnell, Town Attorney

I, Mary E. Quidley, Town Clerk of the Town of Kill Devil Hills, do hereby certify that the foregoing the CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF DEVELOPMENT OF RECREATIONAL FACILITIES FOR THE FISCAL YEAR 2021-2022 was placed in the Town Code on the ____ day of June, 2021, at ____ o'clock __m.

Mary E. Quidley, Town Clerk

Town of Kill Devil Hills, North Carolina
Capital Project and Capital Reserve Budget Ordinances

Kill Devil Hills Board of Commissioners
Capital Reserve Ordinance

Budget Ordinance Number _____

CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF
CONSTRUCTION OF AND IMPROVEMENTS TO SHORELINE
ACCESSES

BE IT ORDAINED by the Honorable Mayor and Board of Commissioners of the Town of Kill Devil Hills, North Carolina, that the following Capital Reserve Fund is hereby established:

Section 1.

The Board of Commissioners hereby creates a Capital Reserve Fund for the purpose of new construction, renovation, and reconstruction of and improvements to shoreline accesses.

Section 2.

The Kill Devil Hills Board of Commissioners will make appropriations from this fund to finance capital projects which are a part of a multi-year program for the implementation of the adopted Shoreline Access Plan.

Section 3.

The fund will remain operational for a period not to exceed ten years beginning July 1, 2021, and ending June 30, 2031.

Section 4.

The Kill Devil Hills Board of Commissioners will strive to appropriate or transfer an amount each year to this fund.

Section 5.

A portion of the ad valorem tax and other general fund revenues will serve as the source of revenue for this Capital Reserve Fund supplemented by grant funds from the North Carolina Coastal and Estuarine Access Program.

Section 6.

This ordinance shall become effective upon adoption

Town of Kill Devil Hills, North Carolina
Capital Project and Capital Reserve Budget Ordinances

Adopted this ____ day of June, 2021, upon motion by _____, seconded by _____, the CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF CONSTRUCTION OF AND IMPROVEMENTS TO SHORELINE ACCESSES was passed by a vote of ____ in favor and ____ opposed.

SEAL _____
Benjamin A. Sproul
Mayor of Kill Devil Hills

ATTEST:

Mary E. Quidley, Town Clerk

APPROVED AS TO FORM:

Casey C. Varnell, Town Attorney

I, Mary E. Quidley, Town Clerk of the Town of Kill Devil Hills, do hereby certify that the foregoing the CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF CONSTRUCTION OF AND IMPROVEMENTS TO SHORELINE ACCESSES FOR THE FISCAL YEAR 2021-2022 was placed in the Town Code on the ____ day of June, 2021, at ____ o'clock __m.

Mary E. Quidley, Town Clerk

Town of Kill Devil Hills, North Carolina
Capital Project and Capital Reserve Budget Ordinances

BEACH NOURISHMENT
CAPITAL PROJECT ORDINANCE

Budget Ordinance Number _____

BE IT ORDAINED by the Governing Board of the Town of Kill Devil Hills, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1.

The project authorized is Beach Nourishment project to be financed by special obligation bonds, contributions from Dare County beach nourishment fund, ad valorem revenues, or other sources of revenue. The estimated project life is anticipated to be through December 31, 2022.

Section 2.

The officers of the Town are hereby directed to proceed with the capital project within the terms of the Municipal Service District (MSD) Resolution, Dare County Inter-local agreement, bond resolution, and budget contained herein.

Section 3.

The following amounts are appropriated for the project:

Design, Permitting & Professional Services	\$	10,830,800
Mobilization, Demobilization and Construction Costs		
	\$	<u>10,830,800</u>

Section 4.

The following revenues are anticipated to be available to complete this project:

Proceeds from FEMA Grant	\$	4,148,371
Proceeds from special obligation bonds		3,391,214
Contribution from Dare County – Project		1,840,294
Proceeds from NC DEQ Grant		<u>1,450,921</u>
	\$	<u>10,830,800</u>

Section 5.

The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agencies, the grant agreements, and federal regulations. The terms of the bond resolution also shall be met.

Section 6.

Funds may be advanced from the Capital Project Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7.

The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and on the total revenues received or claimed.

Section 8.

The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board of Commissioners.

Reference: CRF# 11-14

Town of Kill Devil Hills, North Carolina
Capital Project and Capital Reserve Budget Ordinances

Adopted this ____ day of June, 2021, upon motion by _____, seconded by _____, the BEACH NOURISHMENT CAPITAL PROJECT was passed by a vote of ____ in favor and ____ opposed.

SEAL

Benjamin A. Sproul
Mayor of Kill Devil Hills

ATTEST:

Mary E. Quidley, Town Clerk

APPROVED AS TO FORM:

Casey C. Varnell, Town Attorney

I, Mary E. Quidley, Town Clerk of the Town of Kill Devil Hills, do hereby certify that the foregoing the the CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF CONSTRUCTION OF AND IMPROVEMENTS TO SHORELINE ACCESSES FOR THE FISCAL YEAR 2021-2022 was placed in the Town Code on the ____ day of June, 2021, at ____ o'clock __m.

Mary E. Quidley, Town Clerk

Town of Kill Devil Hills
General Fund Revenues and Expenditures Summary
For the Fiscal Year 2021-22

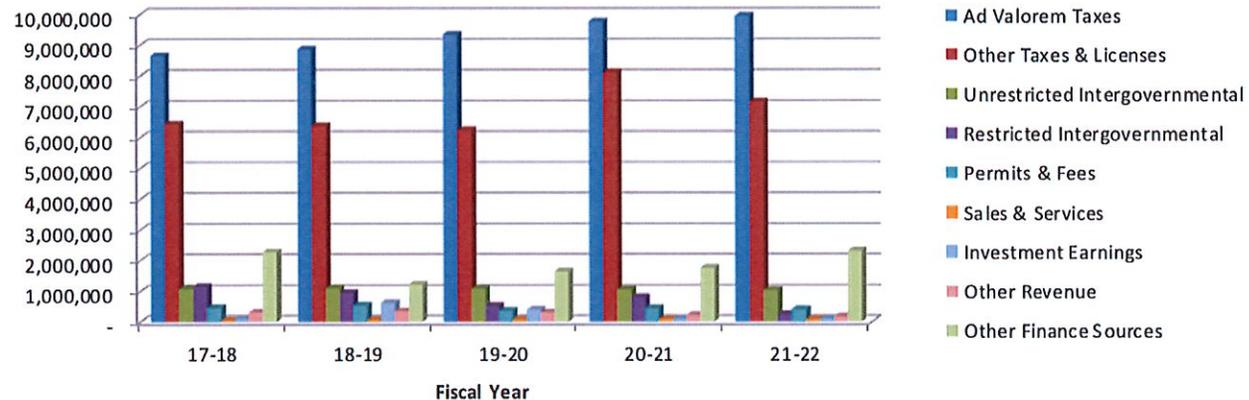
Org	Organization Description	Actual Expenditures 2018 - 19	Actual Expenditures 2019-20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Plan Year Budget 2022 - 23
	REVENUES:	\$ 20,114,798	\$ 19,999,085	\$ 19,912,652	\$ 23,233,389	\$ 22,376,133	\$ 21,489,445	\$ 21,489,445	\$ 21,258,117
	EXPENDITURES:								
4200	Administration Department	\$ 1,020,902	\$ 1,103,487	\$ 1,241,595	\$ 1,284,657	\$ 1,196,402	\$ 1,307,513	\$ 1,307,513	\$ 1,370,972
5000	Buildings & Grounds Division	1,803,996	2,478,997	1,937,320	2,433,291	2,398,714	2,378,742	2,378,742	2,279,187
4400	Finance & Tax Department	1,346,068	1,658,460	1,591,282	1,592,546	1,525,614	1,681,931	1,681,931	1,722,742
4450	Management Information Systems Division	362,034	382,168	346,622	378,551	373,565	428,796	428,796	419,303
5450	Fleet Maintenance Division	402,225	416,088	482,671	525,938	516,365	506,626	506,626	513,625
4900	Planning & Development Department	698,336	764,192	918,625	966,865	868,113	1,018,688	1,018,688	1,008,754
5050	Beach Nourishment Division	1,159,104	1,190,268	1,222,434	1,649,788	1,491,263	1,205,914	1,205,914	853,529
5100	Police Department	3,323,272	3,638,744	3,798,627	4,125,744	4,117,586	4,010,210	4,010,210	4,109,823
5150	Animal Control Division	153,636	164,258	165,565	165,565	164,715	169,945	169,945	169,237
5300	Fire Station 14	2,316,547	2,402,500	2,576,342	2,585,182	2,424,659	2,759,032	2,759,032	2,879,008
5400	Ocean Rescue Division	525,026	610,496	691,556	744,233	721,812	737,909	737,909	752,365
5600	Streets Division	2,741,630	1,672,524	1,846,901	2,662,501	2,553,915	2,039,076	2,039,076	1,884,280
5700	Powell Bill	237,188	229,850	240,000	240,000	233,418	240,000	240,000	240,000
5800	Solid Waste Division	2,989,612	2,567,541	2,853,112	3,878,528	3,789,992	3,005,063	3,005,063	3,055,292
	TOTAL	\$ 19,079,576	\$ 19,279,573	\$ 19,912,652	\$ 23,233,389	\$ 22,376,133	\$ 21,489,445	\$ 21,489,445	\$ 21,258,117

General Fund Revenues Statistical Data

Highlights

- The Town-wide ad valorem tax rate is \$.32 per \$100 valuation
- The Municipal Service District tax rate is .24 per \$100 valuation.
- State and local sales taxes were budgeted based on FY 2019 & 2020 pre COVID months actual collections with an average 3.5% increase with updated levy share percentage.
- Occupancy tax estimates were budgeted based on an average decrease of 7% of FY 2020-21 actuals in response to anticipated decline in shoulder season occupancy.
- Land transfer tax is reduced from FY 2021 level but projects a 5% increase from FY 2020.
- Powell Bill distributions are estimated to be restored to the FY 2020 level and is based on population and Town-maintained street mileage.
- Projected revenue growth of 1.25% in general sales tax on electricity based on projected energy consumption.
- Water Fund administrative cost allocation is based on a ratio formula applied to shared cost.

Revenue History

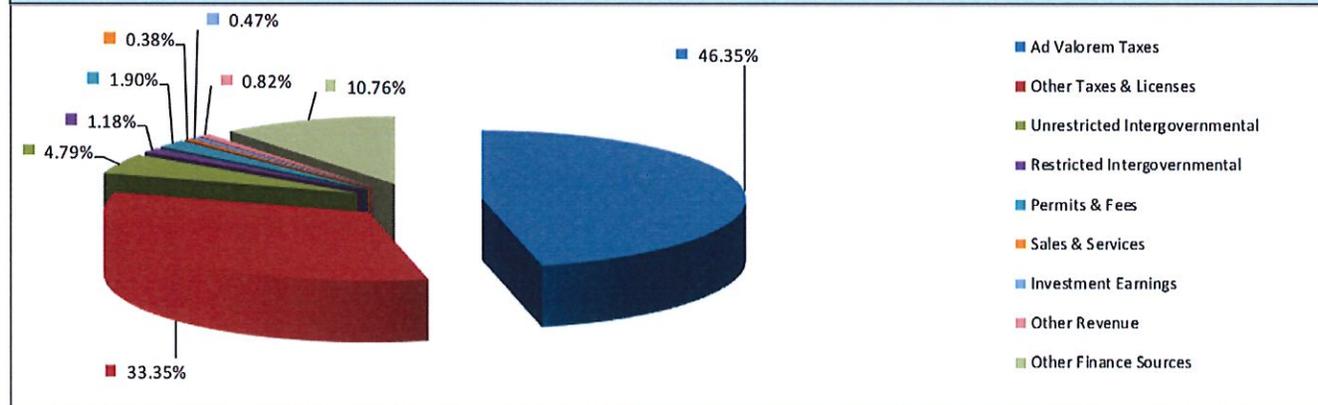


General Fund Revenues Statistical Data

Revenue by Function

	<i>Adopted FY 20-21</i>	<i>Recommended FY 21-22</i>	<i>Percent Change</i>
Ad Valorem Taxes	\$ 9,518,709	\$ 9,961,049	4.65%
Other Taxes & Licenses	5,825,580	7,167,644	23.04%
Unrestricted Intergovernmental	1,081,815	1,029,000	-4.88%
Restricted Intergovernmental	348,125	253,125	-27.29%
Permits & Fees	348,400	408,400	17.22%
Sales & Services	72,540	82,540	13.79%
Investment Earnings	140,000	100,000	-28.57%
Other Revenue	171,561	175,319	2.19%
Other Finance Sources	2,405,922	2,312,368	-3.89%
	\$ 19,912,652	\$ 21,489,445	7.92%

Recommended Revenues Fiscal Year 2021-22



Town of Kill Devil Hills
General Fund Revenues - Recommended
For the Fiscal Year 2021-22

Object	Object Description	Actual Revenues 2018 - 19	Actual Revenues 2019-20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Plan Year Budget 2022 - 23
<i>AD VALOREM TAXES</i>									
400021	Taxes - Current Year	\$ 8,323,859	\$ 8,800,000	\$ 8,975,374	\$ 8,975,374	\$ 9,250,000	\$ 9,431,855	\$ 9,431,855	\$ 9,431,855
	Taxes - Municipal Service District	510,865	513,498	495,335	495,335	495,335	491,194	491,194	491,194
400100	Taxes - Prior Years	20,954	29,731	40,000	40,000	35,000	30,000	30,000	30,000
401200	Taxes - Penalties & Interest	15,075	7,873	8,000	8,000	5,000	8,000	8,000	8,000
	<i>Subtotal</i>	<i>8,870,753</i>	<i>9,351,102</i>	<i>9,518,709</i>	<i>9,518,709</i>	<i>9,785,335</i>	<i>9,961,049</i>	<i>9,961,049</i>	<i>9,961,049</i>
<i>OTHER TAXES & LICENSES</i>									
402500	Business Registration Fee	6,775	6,550	5,500	5,500	6,500	6,500	6,500	6,500
430000	Privilege Licenses	1,596	1,617	1,500	1,500	1,500	1,500	1,500	1,500
430002	Privilege Licenses - Pen & Int	49	4	-	-	-	-	-	-
431000	1/2% Local Sales Tax - Art 40	335,750	351,123	359,379	359,379	391,641	389,714	389,714	389,714
431001	1/2% Local Sales Tax - Art 42	681,572	677,596	709,385	709,385	819,689	778,691	778,691	778,691
431002	1% Local Sales Tax	1,554,259	1,574,675	1,489,067	1,489,067	1,872,512	1,787,691	1,787,691	1,787,691
431004	Local Sales Tax - Municipal Service District	171,083	161,446	156,596	156,596	179,453	172,020	172,020	172,020
431100	3% Occupancy Tax	2,901,475	2,740,880	2,473,914	2,473,914	3,528,207	3,271,030	3,271,030	3,271,030
431200	Land Transfer Tax	719,137	719,654	625,000	625,000	1,313,461	755,199	755,199	755,199
431600	Solid Waste Disposal Tax	5,358	5,498	5,239	5,239	5,187	5,300	5,300	5,300
	<i>Subtotal</i>	<i>6,377,054</i>	<i>6,239,043</i>	<i>5,825,580</i>	<i>5,825,580</i>	<i>8,118,150</i>	<i>7,167,644</i>	<i>7,167,644</i>	<i>7,167,644</i>
<i>UNRESTRICTED INTERGOVERN</i>									
432200	Sales Tax - Electricity	762,412	757,874	783,127	783,127	739,233	750,000	750,000	750,000
432210	Excise Tax - Natural Gas	4,776	4,084	4,234	4,234	4,298	3,500	3,500	3,500
432220	Sales Tax - Telecom Services	59,209	52,618	49,730	49,730	46,752	42,500	42,500	42,500
432230	Sales Tax - Video Programming	156,261	145,827	155,141	155,141	146,395	145,000	145,000	145,000
432240	PEG Channel Support	26,893	27,307	-	-	20,136	-	-	-
432400	Wine & Beer Tax	31,162	31,251	31,162	31,162	31,162	30,000	30,000	30,000
432600	ABC Net Revenues Tax	19,324	20,627	19,421	19,421	19,421	19,000	19,000	19,000
432700	Mixed Beverage Tax	39,623	41,167	39,000	39,000	46,106	39,000	39,000	39,000
	<i>Subtotal</i>	<i>1,099,660</i>	<i>1,080,755</i>	<i>1,081,815</i>	<i>1,081,815</i>	<i>1,053,503</i>	<i>1,029,000</i>	<i>1,029,000</i>	<i>1,029,000</i>

Town of Kill Devil Hills
General Fund Revenues - Recommended
For the Fiscal Year 2021-22

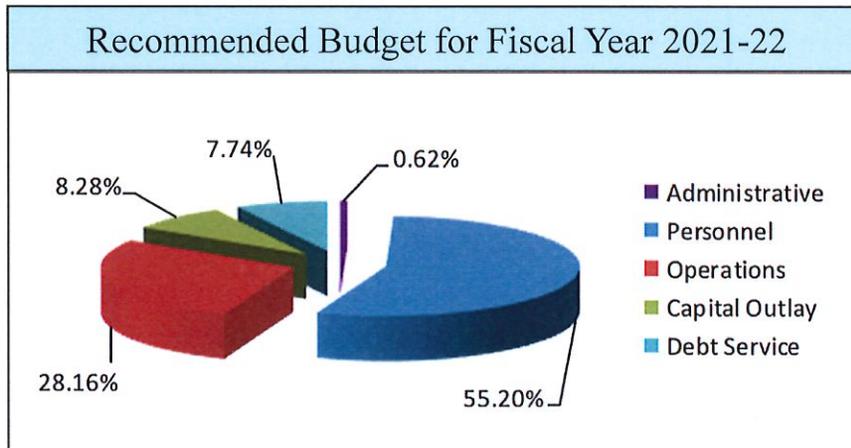
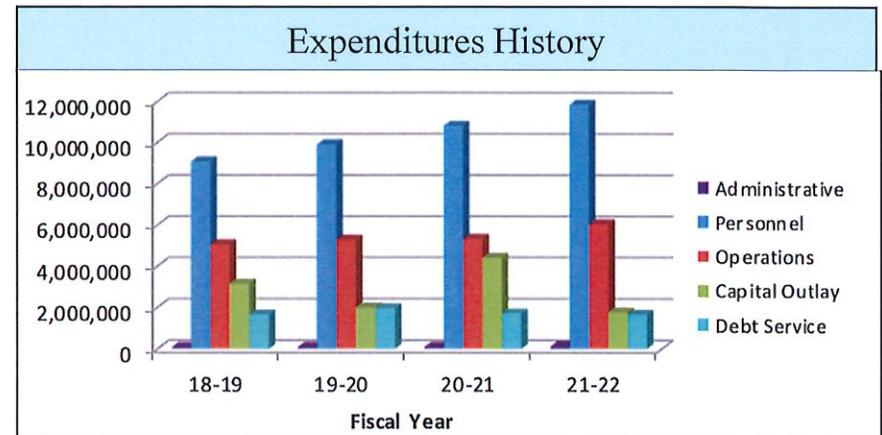
Object	Object Description	Actual Revenues 2018 - 19	Actual Revenues 2019-20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Plan Year Budget 2022 - 23
<i>RESTRICTED INTERGOVERN</i>									
440000	Powell Bill Allocation	\$ 241,845	\$ 241,387	\$ 240,000	\$ 240,000	\$ 228,370	\$ 240,000	\$ 240,000	\$ 240,000
440050	Drug Enforcement Reimbursement	1,394	2,115	-	-	1,215	-	-	-
440052	Grant - Shoreline Management	119,000	118,604	95,000	119,000	119,000	-	-	-
440054	Grant - USDOJ Body Armor	-	-	-	1,713	-	-	-	-
440067	Grant - Gov't Access Channel	24,352	10,000	-	5,000	5,000	-	-	-
440071	Grant - DCTB Sidewalk	340,125	-	-	55,618	55,618	-	-	-
440072	Grant - NC Parks	25,000	-	-	-	-	-	-	-
440074	Grant - Crime Commission	-	-	-	34,313	34,313	-	-	-
440075	Grant - NCDEO - Soundside	-	-	-	89,769	89,769	-	-	-
440076	Grant - DCTB - Meekins Field	-	-	-	200,000	200,000	-	-	-
440111	Grant - DCTB - Fireworks	11,750	13,125	13,125	13,125	13,125	13,125	13,125	13,125
440112	Grant - NCLM EAP	2,500	-	-	-	-	-	-	-
440113	Grant - NCLM Wellness	-	1,136	-	2,500	2,500	-	-	-
440114	FEMA / CARES Reimbursement	193,453	144,045	-	-	-	-	-	-
440117	Dare County - COVID19	-	-	-	61,223	58,724	-	-	-
	<i>Subtotal</i>	<i>959,419</i>	<i>530,412</i>	<i>348,125</i>	<i>822,261</i>	<i>807,634</i>	<i>253,125</i>	<i>253,125</i>	<i>253,125</i>
<i>PERMITS & FEES</i>									
450000	Building Permits	451,452	339,249	325,000	325,000	342,113	350,000	350,000	325,000
450010	Occupancy Permits & Fees	3,450	3,900	2,500	2,500	3,725	2,500	2,500	2,500
450020	Site Plan Review Fees	78,714	16,681	15,000	15,000	84,639	50,000	50,000	15,000
450030	Other Planning Fees	5,388	7,506	4,000	4,000	7,000	4,000	4,000	4,000
450040	CAMA I & E Permits	2,880	2,550	1,500	1,500	1,800	1,500	1,500	1,500
450050	Homeowner Recovery Fees	66	66	100	100	70	100	100	100
450060	Taxi Ordinance Fees	250	95	300	300	100	300	300	300
	<i>Subtotal</i>	<i>542,200</i>	<i>370,047</i>	<i>348,400</i>	<i>348,400</i>	<i>439,447</i>	<i>408,400</i>	<i>408,400</i>	<i>348,400</i>
<i>SALES & SERVICES</i>									
461002	Animal Control Board & Adopt	4,000	1,600	2,000	2,000	4,000	2,000	2,000	2,000
461003	Dog Licenses	828	788	1,000	1,000	800	1,000	1,000	1,000
461004	Rabies Vaccination Fees	259	98	150	150	150	150	150	150
465000	Court Costs & Fees	3,201	2,564	3,200	3,200	2,600	3,200	3,200	3,200
465020	Buy Gold Application Fees	142	-	-	-	180	-	-	-
465500	Finger Print Fees	1,230	670	1,000	1,000	700	1,000	1,000	1,000
466020	Rollout Container Sales	26,955	26,692	15,000	29,200	29,200	25,000	25,000	25,000
466030	Dumpster Sales	32,469	44,761	50,190	53,410	53,410	50,190	50,190	50,190
467000	Cookbook Sales	80	120	-	-	80	-	-	-
	<i>Subtotal</i>	<i>69,164</i>	<i>77,293</i>	<i>72,540</i>	<i>89,960</i>	<i>91,120</i>	<i>82,540</i>	<i>82,540</i>	<i>82,540</i>

Town of Kill Devil Hills
General Fund Revenues - Recommended
For the Fiscal Year 2021-22

Object	Object Description	Actual Revenues 2018 - 19	Actual Revenues 2019-20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Plan Year Budget 2022 - 23
<i>INVESTMENT EARNINGS</i>									
470000	Interest Income	\$ 624,431	\$ 398,393	\$ 140,000	\$ 140,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 140,000
	<i>Subtotal</i>	<i>624,431</i>	<i>398,393</i>	<i>140,000</i>	<i>140,000</i>	<i>100,000</i>	<i>100,000</i>	<i>100,000</i>	<i>140,000</i>
<i>OTHER REVENUE</i>									
480000	Miscellaneous Revenues	37,722	23,989	20,000	20,000	25,000	20,000	20,000	20,000
481000	Sale of Fixed Assets	45,307	26,224	20,000	20,000	20,000	20,000	20,000	20,000
482000	Discounts on Purchases	2,220	25,804	2,000	2,000	680	2,000	2,000	2,000
483000	Rental Income	4,301	4,301	4,300	4,300	4,301	4,300	4,300	4,300
483200	Rental Income - Communications	126,619	120,007	125,261	125,261	125,261	129,019	129,019	129,019
483205	Rental Income - Communications Fees	(24,239)	-	-	-	-	-	-	-
484000	Contributions	132,700	1,200	-	5,827	8,700	-	-	-
488000	Insurance Proceeds	25,868	101,498	-	-	35,625	-	-	-
	<i>Subtotal</i>	<i>350,498</i>	<i>303,023</i>	<i>171,561</i>	<i>177,388</i>	<i>219,567</i>	<i>175,319</i>	<i>175,319</i>	<i>175,319</i>
<i>OTHER FINANCE SOURCES</i>									
490000	Lease Proceeds	828,481	1,235,727	-	505,613	505,613	-	-	-
492000	Water Fund Administrative Cost Allocation	393,138	413,290	437,727	437,727	437,727	467,076	467,076	467,076
499100	Fund Balance Appr - Undesignated	-	-	1,968,195	2,550,702	818,037	1,845,292	1,845,292	1,633,964
499105	Fund Balance Appr - Encumbrances	-	-	-	1,674,811	-	-	-	-
499191	Fund Balance Appr-Street Reserves	-	-	-	60,423	-	-	-	-
	<i>Subtotal</i>	<i>1,221,619</i>	<i>1,649,017</i>	<i>2,405,922</i>	<i>5,229,276</i>	<i>1,761,377</i>	<i>2,312,368</i>	<i>2,312,368</i>	<i>2,101,040</i>
	TOTAL	\$ 20,114,798	\$ 19,999,085	\$ 19,912,652	\$ 23,233,389	\$ 22,376,133	\$ 21,489,445	\$ 21,489,445	\$ 21,258,117

General Fund Expenditures Summary by Type

Expenditures by Type			
	<i>Adopted</i>	<i>Recommended</i>	<i>Percent</i>
	<i>FY 20-21</i>	<i>FY 21-22</i>	<i>Change</i>
Administrative	\$ 122,000	\$ 134,222	10.02%
Personnel	11,042,094	11,860,920	7.42%
Operations	5,597,977	6,050,923	8.09%
Capital Outlay	1,453,448	1,779,330	22.42%
Debt Service	1,697,133	1,664,050	-1.95%
Total	\$ 19,912,652	\$ 21,489,445	7.92%



Town of Kill Devil Hills
General Fund Expenditures by Account
For the Fiscal Year 2021-22

Object	Object Description	Actual Expenditures 2018 - 19	Actual Expenditures 2019 - 20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021- 22	Manager's Recommended 2021 - 22	Financial Plan 2022 - 23
ADMINISTRATIVE									
501000	Mayor & Commissioners	\$43,326	\$48,364	\$47,000	\$47,000	\$47,000	\$48,222	\$48,222	\$49,186
501050	Board Meeting Video Taping	2,654	2,264	8,000	8,000	3,000	8,000	8,000	8,000
501075	Videographer/Editor	940	-	8,000	6,470	-	8,000	8,000	8,000
504000	Legal Services	38,534	35,060	55,000	55,000	38,000	55,000	55,000	55,000
514001	Travel & Training - Board	1,025	1,603	3,000	3,000	4,100	3,000	3,000	3,000
514002	Travel & Training - Attorney	-	-	1,000	1,000	-	1,000	1,000	1,000
544000	Election Costs	-	6,378	-	-	-	11,000	11,000	-
	Subtotal	86,479	93,669	122,000	120,470	92,100	134,222	134,222	124,186
PERSONNEL SERVICES									
	<i>Positions Request</i>	-	-	-	-	-	69,482	69,482	69,482
502000	Salaries	6,446,492	6,910,406	7,580,946	7,602,869	7,422,330	8,007,592	8,007,592	8,220,395
502010	Volunteer Incentive Program	22,009	8,615	17,000	17,000	17,000	17,000	17,000	17,000
505000	FICA Expense	483,469	515,881	586,063	588,255	572,933	618,792	618,792	635,148
506000	Funding for Health Plan	1,310,112	1,510,580	1,716,326	1,716,326	1,698,907	1,855,353	1,855,353	1,946,607
507000	Retirement Expense	492,126	603,314	728,405	731,511	712,617	859,504	859,504	882,877
507500	401k Retirement Expense - Law Officers	83,303	86,847	99,509	99,509	99,509	103,934	103,934	106,376
507750	401k Retirement Expense	216,648	232,418	258,962	260,395	251,118	274,380	274,380	282,228
507800	Separation Allowance	47,456	49,006	54,883	54,883	54,883	54,883	54,883	54,883
	Subtotal	9,101,615	9,917,067	11,042,094	11,070,748	10,829,297	11,860,920	11,860,920	12,214,996
OPERATIONS									
503000	Planning & Zoning Board Fees	9,800	9,720	13,320	13,320	10,210	13,320	13,320	13,320
508000	Professional Services	41,071	29,011	42,280	44,680	32,150	45,280	45,280	42,280
508100	Engineering Services	7,575	30,899	26,000	26,000	16,000	26,000	26,000	26,000
508500	Tax Collection Fee	140,479	148,779	142,061	142,061	151,404	158,520	158,520	158,520
509000	Audit	20,340	18,340	30,180	30,180	24,545	30,180	30,180	31,415
511000	Postage	3,005	5,606	10,000	10,000	5,000	8,300	8,300	8,300
512000	Telephone	22,041	21,135	28,000	28,000	22,000	28,000	28,000	28,000
513000	Utilities	158,034	163,358	181,400	181,400	172,000	181,400	181,400	181,400
514000	Travel & Training	59,568	29,466	84,250	84,250	36,700	83,550	83,550	84,550
514500	Firing Range	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600
515000	M & R - Buildings & Grounds	58,346	184,247	88,400	86,000	86,000	126,400	126,400	88,400
515002	M & R - Signs (routed)	-	1,450	3,000	3,000	675	3,000	3,000	3,000
515003	M & R - HVAC	44,459	31,204	45,000	45,000	45,000	45,000	45,000	45,000
515006	M & R - Special Events Displays	5,743	17,143	14,000	14,000	14,000	14,000	14,000	14,000

Town of Kill Devil Hills
General Fund Expenditures by Account
For the Fiscal Year 2021-22

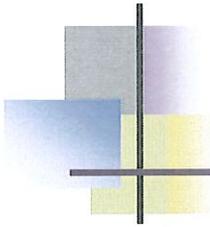
Object	Object Description	Actual Expenditures 2018 - 19	Actual Expenditures 2019 - 20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021- 22	Manager's Recommended 2021 - 22	Financial Plan 2022 - 23
515010	M & R - Shoreline Access	\$ 56,271	\$ 34,536	\$ 32,500	\$ 32,500	\$ 33,048	\$ 82,500	\$ 82,500	\$ 32,500
515011	M & R - Shoreline Access - Sandfence	24,000	23,604	-	24,000	24,000	-	-	-
515020	M & R - Recreational Facilities	9,756	38,704	32,800	32,800	32,000	32,800	32,800	32,800
515060	M & R - Landscaping	3,436	3,402	6,000	6,000	5,000	16,000	16,000	6,000
515070	M & R - Street Maintenance	101,307	50,256	90,000	123,480	98,000	90,000	90,000	90,000
515080	M & R - Sidewalks	74,870	16,245	30,000	30,000	30,700	30,000	30,000	30,000
515090	M & R - Multi Use Path	-	-	95,000	95,000	83,920	-	-	-
515998	Insurance Claims	-	50,529	-	-	22,764	-	-	-
516000	Outside Maintenance & Repair	85,961	76,069	103,844	103,844	91,031	114,099	114,099	113,099
517000	Fleet Maintenance	129,327	128,963	140,900	140,900	137,900	143,400	143,400	143,400
517001	Equipment Maintenance	1,475	7,757	4,000	4,000	1,500	4,000	4,000	4,000
518000	Communications	42,399	44,883	48,420	48,420	49,300	50,792	50,792	50,792
519000	Maintenance Contracts	100,500	107,071	111,645	120,492	131,650	153,770	153,770	153,511
520000	Printing	9,950	3,734	14,150	23,350	14,614	13,350	13,350	13,150
521000	Equipment Rental	30,883	21,854	20,000	20,225	19,203	19,250	19,250	19,250
522000	Copier Lease	23,589	24,374	33,070	33,070	29,280	33,070	33,070	33,070
523010	Partnerships	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
525000	Tuition Reimbursement	750	-	3,000	3,000	1,000	3,000	3,000	3,000
526000	Advertising	12,900	10,009	14,000	14,000	13,000	14,000	14,000	14,000
526010	Historic Landmark	129	157	500	500	-	500	500	500
526015	CRS Flood	-	-	3,000	3,000	-	3,000	3,000	3,000
531000	Vehicle Fuel	174,002	132,551	110,750	110,750	122,945	202,631	202,631	212,762
533000	Supplies & Materials	206,485	197,891	238,124	319,822	286,214	268,978	268,978	247,688
533001	Supplies & Materials - Bulk Purchases	14,120	14,868	17,000	18,316	15,000	17,000	17,000	17,000
533003	Supplies & Materials - Radar	-	11,355	-	-	-	-	-	-
533005	Supplies & Materials - Criminal	1,154	1,434	1,500	1,500	1,500	1,500	1,500	1,500
553008	Supplies & Materials - In-Car Camera	21,962	-	23,700	41,400	17,700	23,700	23,700	23,700
533012	Supplies & Materials - Rolloff	18,856	13,604	21,000	21,000	18,000	21,000	21,000	21,000
533013	Supplies & Materials - PEG Channel	-	-	3,000	3,000	3,000	3,000	3,000	3,000
533016	Supplies & Materials - AED's	-	-	-	5,332	5,095	-	-	-
533017	Supplies & Materials - In-Car radio	24,260	12,912	13,230	13,230	13,230	13,230	13,230	13,230
533019	Supplies & Materials - Handheld Radios	-	-	12,500	12,500	11,424	12,500	12,500	12,500
533050	SCBA Equipment	4,950	4,350	5,000	5,000	4,350	5,000	5,000	5,000
533060	Supplies & Materials - Weapons	-	15,452	-	-	15,452	-	-	-
536000	Uniforms	68,926	68,603	80,920	83,190	76,658	86,020	86,020	86,020
536001	Uniform Cleaning Allowance	576	576	600	600	576	600	600	600

Town of Kill Devil Hills
General Fund Expenditures by Account
For the Fiscal Year 2021-22

Object	Object Description	Actual Expenditures 2018 - 19	Actual Expenditures 2019 - 20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021- 22	Manager's Recommended 2021 - 22	Financial Plan 2022 - 23
537000	Crime Prevention	\$ 3,226	\$ 1,020	\$ 2,000	\$ 2,495	\$ 1,500	\$ 2,000	\$ 2,000	\$ 2,000
538000	Controlled Substances	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
545000	Contracted Services	208,180	100,131	149,485	155,303	146,629	204,455	204,455	231,315
545110	Contracted Services - PEG channel	27,893	28,306	1,000	1,000	1,000	1,000	1,000	1,000
545060	Chapter Updates	-	-	75,000	75,000	-	75,000	75,000	45,000
545040	Annual Beach Nourishment Maintenance	83,640	127,626	175,000	210,736	44,456	175,000	175,000	175,000
545070	Land Use Plan Update	7,660	-	-	1,023	1,023	-	-	-
545100	Tipping Fees	777,386	804,202	930,000	930,000	930,000	958,000	958,000	958,000
547000	Fleet Maintenance Supplies	129,746	128,490	102,000	102,000	121,502	102,000	102,000	102,000
547510	Public Works Complex Unleaded Fuel	90,315	69,080	63,398	63,398	63,398	115,276	115,276	121,040
547520	Public Works Complex Diesel Fuel	90,075	67,897	55,352	55,352	55,352	100,516	100,516	105,542
548000	Departmental Supplies	2,406	6,041	20,000	20,000	8,200	20,000	20,000	20,000
548010	Purchases - Dumpsters	16,567	46,299	50,190	47,485	47,493	50,190	50,190	50,190
548030	Purchases - Rollout Carts	16,545	11,503	15,000	35,125	32,125	25,000	25,000	25,000
550000	Household Hazardous Waste	2,941	3,157	2,750	2,750	2,400	2,750	2,750	2,750
552000	Recordation Fees	-	67	500	500	100	500	500	500
553000	Dues & Subscriptions	32,790	34,726	36,440	37,078	36,146	50,798	50,798	50,798
554000	General Insurance	174,938	165,227	175,000	175,000	175,000	200,000	200,000	200,000
554500	Retiree Health Insurance	344,271	378,490	446,387	446,387	387,155	484,903	484,903	501,600
554550	OPEB Irrevocable Trust Fund Contribution	-	225,000	-	-	-	18,000	18,000	18,000
555000	Workers Compensation	119,818	144,522	149,405	149,405	147,512	160,335	160,335	163,913
556000	Firemen's Pension	4,220	4,360	7,700	7,700	4,360	7,700	7,700	7,700
557000	Miscellaneous	2,251	588	4,200	4,200	685	4,200	4,200	4,200
557001	Miscellaneous - Special Events	50,472	51,698	61,500	80,000	67,500	80,000	80,000	80,000
557002	Miscellaneous - Health Efficiency	83	1,291	11,250	13,750	1,500	11,250	11,250	11,250
557005	Worksession Expenses	236	38	700	700	200	700	700	700
560000	Unemployment Insurance	215	403	800	800	403	2,000	2,000	2,000
570000	Lease Payments	1,310,821	1,329,318	1,249,026	1,249,028	1,244,533	1,227,619	1,227,619	1,325,921
5701010	Body Camera Installment Payments	-	-	-	-	-	51,283	51,283	45,468
590000	Departmental Charges	(131,329)	(136,130)	(120,000)	(120,000)	(127,702)	(120,000)	(120,000)	(120,000)
590500	Departmental Fuel Charges	(180,383)	(137,645)	(118,750)	(118,750)	(118,750)	(215,792)	(215,792)	(226,582)
	Subtotal	5,062,423	5,296,406	5,597,977	5,864,177	5,333,058	6,050,923	6,050,923	6,049,162

Town of Kill Devil Hills
General Fund Expenditures by Account
For the Fiscal Year 2021-22

Object	Object Description	Actual Expenditures 2018 - 19	Actual Expenditures 2019 - 20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021- 22	Manager's Recommended 2021 - 22	Financial Plan 2022 - 23
<i>CAPITAL OUTLAY</i>									
571000	C/O Land	\$ -	\$ 1,299	\$ -	\$ -	\$ -	\$ -	\$ -	-
572000	C/O Buildings	86,863	62,387	-	5,580	6,085	234,000	234,000	195,000
573000	C/O Other Improvements	106,413	454,426	400,000	699,302	685,521	165,000	165,000	100,000
573010	C/O Shoreline Access Reserve	-	-	-	-	-	30,000	30,000	30,000
573026	C/O Beach Access Improvements	-	-	-	-	-	30,000	30,000	30,000
573027	C/O Soundside Access Improvements	-	-	-	119,692	119,692	-	-	-
573030	C/O Hayman Park	-	-	-	-	-	-	-	120,000
573075	C/O West First St Multi Use Path	102,461	-	-	-	-	100,000	100,000	70,000
573090	C/O Other Improve - Ocean Bay Blvd	44,238	61,230	-	-	-	-	-	-
573130	C/O Other Improvements	30,655	-	-	-	-	-	-	-
574000	C/O Machinery & Equipment	160,433	75,075	15,498	80,723	71,425	-	-	25,000
574008	C/O Recycling Grant	-	-	10,000	10,000	7,192	-	-	-
575000	C/O Vehicles	783,568	358,211	9,950	1,439,820	1,441,170	16,420	16,420	15,670
576000	C/O Office Furniture & Equipment	-	9,575	-	-	-	10,910	10,910	8,000
577000	C/O Powell Bill Street Construction	218,000	217,694	218,000	218,000	218,000	218,000	218,000	218,000
577010	C/O Street Construction Capital Reserve	1,189,386	749,248	700,000	1,350,485	1,305,056	775,000	775,000	663,000
577015	C/O Sidewalk Construction	-	-	-	-	-	100,000	100,000	-
577030	C/O Sidewalk Reserve	439,300	3,700	100,000	165,641	162,265	100,000	100,000	100,000
573021	C/O Beach Nourishment Capital Reserve	-	8,616	-	391,618	391,618	-	-	663,214
	<i>Subtotal</i>	<i>3,161,317</i>	<i>2,001,461</i>	<i>1,453,448</i>	<i>4,480,861</i>	<i>4,408,024</i>	<i>1,779,330</i>	<i>1,779,330</i>	<i>2,237,884</i>
<i>DEBT SERVICE</i>									
	Public Works - Phase II	450,418	441,498	196,566	196,566	196,566	192,389	192,389	188,213
	Public Works - Phase III	152,165	480,834	468,448	468,448	468,448	456,062	456,062	443,676
	Beach Nourishment	1,065,159	1,048,639	1,032,119	1,032,119	1,048,639	1,015,599	1,015,599	-
	<i>Subtotal</i>	<i>1,667,742</i>	<i>1,970,971</i>	<i>1,697,133</i>	<i>1,697,133</i>	<i>1,713,653</i>	<i>1,664,050</i>	<i>1,664,050</i>	<i>631,889</i>
	TOTAL	\$ 19,079,576	\$ 19,279,573	\$ 19,912,652	\$ 23,233,389	\$ 22,376,133	\$ 21,489,445	\$ 21,489,445	\$ 21,258,117

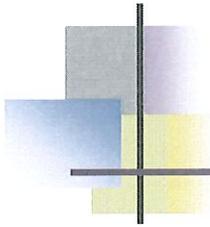


Administration Department Overview & Staffing

The Administration Department coordinates the actions of all departments within the Town of Kill Devil Hills in order to implement the policies of the Board of Commissioners, and, to ensure the Town operates efficiently and effectively. It ensures that the Town functions pursuant to all federal, state and local regulations and procedures. It handles all personnel-related issues and maintains all legal documents and public records. It is the central information center for Kill Devil Hills and ensures that citizens, visitors and employees are kept up-to-date on Town news and activities.

The Buildings and Grounds Division is responsible for buildings and grounds maintenance and repair of all public buildings, beach and sound accesses, recreational facilities and parks.

<i>Staffing</i>	Position	Grade	Existing Positions	Requested Positions	Recommended Positions
<i>Administration:</i>					
	Town Manager	N/A	1	1	1
	Assistant Town Manager	25	1	1	1
	Town Clerk	19	1	1	1
	Personnel Technician	8	1	1	1
	Administrative Specialist	8	1	1	1
	Office/Public Information Specialist	7	<u>1</u>	<u>1</u>	<u>1</u>
	<i>Total</i>		6	6	6
<i>Buildings & Grounds:</i>					
	Grounds Maintenance Supervisor	10	1	1	1
	Building Maintenance Specialist	8	1	1	1
	Senior Facility Maintenance Specialist	6	1	1	1
	Facility Maintenance Specialist	5	<u>2 3/4</u>	<u>3 3/4</u>	<u>3 3/4</u>
	<i>Total</i>		5 3/4	6 3/4	6 3/4



Administration Department Goals & Objectives

Goals

To direct and coordinate the operation of the Town of Kill Devil Hills in accordance with policies established by the Board of Commissioners and to provide services that meet the needs of our citizens and visitors.

Objectives

- To promote the Town of Kill Devil Hills in a positive manner to its citizens and visitors through programs and events.
- To continue to search for ways to further involve our citizens in Town activities.
- To welcome inquiries and requests for assistance and provide friendly, pleasant and efficient service.
- To ensure that the services provided by the Town to its citizens and visitors are cost-efficient and responsive, meeting the needs of our citizens, and are in compliance with the provisions of local ordinances and state and federal law.
- To foster and maintain an efficient, motivated workforce that strives to provide the highest level of service to our citizens and visitors.
- To develop policies and methods that enhance employment opportunities and create a desirable working environment.

Administration Department Statistical Data

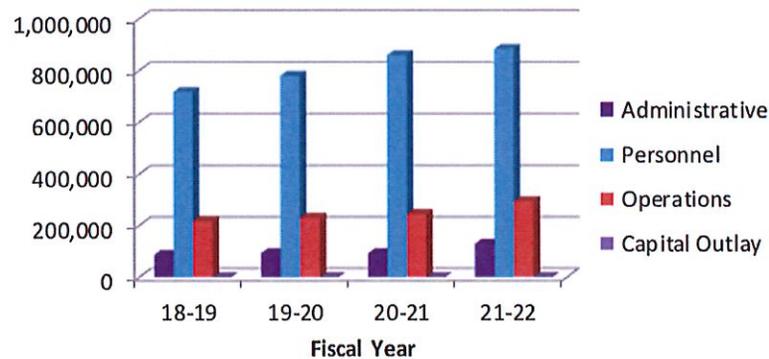
Highlights

- A 2.6% COLA is reflected departmentally.
- Election cost estimated at \$11,000 is included for the 2021 municipal election.
- Necessary staff training and certifications are included.
- Continuation of Town sponsored special events such as July 4th fireworks, Christmas at the Town Hall, Ice Cream Social, Trash Attack, Community Appearance Commission.

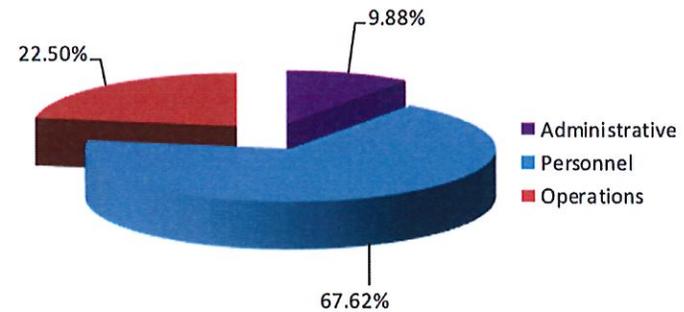
Expenditures by Function

	<i>Adopted FY20-21</i>	<i>Recommended FY21-22</i>	<i>Percent Change</i>
<i>Administrative</i>	\$ 117,000	\$ 129,222	10.45%
<i>Personnel</i>	862,422	884,103	2.51%
<i>Operations</i>	262,173	294,188	12.21%
Total	\$1,241,595	\$ 1,307,513	5.31%

Expenditure History



Recommended Budget Fiscal Year 2021-22



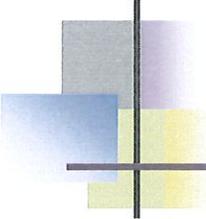
**Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22**

Department: *Administration*

Org	Object	Object Description	Actual Expenditures 2018 - 19	Actual Expenditures 2019-20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Plan Year Budget 2022 - 23
<i>ADMINISTRATIVE</i>										
4200	501000	Mayor & Commissioners	\$ 43,326	\$ 48,364	\$ 47,000	\$ 47,000	\$ 47,000	\$ 48,222	\$ 48,222	\$ 49,186
4200	501050	Board Meeting Video Taping	2,654	2,264	8,000	8,000	3,000	8,000	8,000	8,000
4200	501075	Videographer/Editor	940		8,000	6,470	-	8,000	8,000	8,000
4200	504000	Legal Services	37,709	34,835	50,000	50,000	38,000	50,000	50,000	50,000
4200	514001	Travel & Training - Board	1,025	1,603	3,000	3,000	4,100	3,000	3,000	3,000
4200	514002	Travel & Training - Attorney	-	-	1,000	1,000	-	1,000	1,000	1,000
4200	544000	Election Costs	-	6,378	-	-	-	11,000	11,000	-
		<i>Subtotal</i>	<i>85,654</i>	<i>93,444</i>	<i>117,000</i>	<i>115,470</i>	<i>92,100</i>	<i>129,222</i>	<i>129,222</i>	<i>119,186</i>
<i>PERSONNEL SERVICES</i>										
4200	502000	Salaries	528,690	567,717	608,504	608,515	608,515	611,384	611,384	655,056
4200	505000	FICA Expense	41,814	44,269	51,370	51,370	51,370	51,684	51,684	55,099
4200	506000	Funding for Health Plan	78,838	87,995	107,816	107,816	107,816	118,338	118,338	124,083
4200	507000	Retirement Expense	41,709	51,626	63,507	63,507	61,764	71,328	71,328	76,285
4200	507750	401k Retirement Expense	26,574	28,500	31,225	31,225	30,426	31,369	31,369	33,553
		<i>Subtotal</i>	<i>717,625</i>	<i>780,107</i>	<i>862,422</i>	<i>862,433</i>	<i>859,891</i>	<i>884,103</i>	<i>884,103</i>	<i>944,076</i>
<i>OPERATIONS</i>										
4200	508000	Professional Services	6,071	8,592	12,000	12,000	12,000	12,000	12,000	12,000
4200	508100	Engineering Services	7,575	30,899	26,000	26,000	16,000	26,000	26,000	26,000
4200	512000	Telephone	22,041	21,135	28,000	28,000	22,000	28,000	28,000	28,000
4200	514000	Travel & Training	6,565	4,387	13,000	13,000	11,000	17,000	17,000	17,000
4200	515998	Insurance Claims	-	1,119	-	-	1,824	-	-	-
4200	516000	Outside Maintenance & Repair	150	1,357	300	300	200	300	300	300
4200	517000	Fleet Maintenance	-	633	500	500	500	500	500	500
4200	518000	Communications	-	215	-	-	1,000	1,000	1,000	1,000
4200	519000	Maintenance Contracts	-	785	7,300	7,300	7,300	7,300	7,300	7,300
4200	520000	Printing	5,451	553	6,000	15,200	10,300	8,000	8,000	8,000
4200	521000	Equipment Rental	4,053	4,053	4,400	4,400	4,053	4,400	4,400	4,400
4200	522000	Copier Lease	4,826	5,617	6,800	6,800	6,800	6,800	6,800	6,800
4200	523010	Partnerships	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
4200	525000	Tuition Reimbursement	750	-	3,000	3,000	1,000	3,000	3,000	3,000
4200	526000	Advertising	12,900	10,009	14,000	14,000	13,000	14,000	14,000	14,000
4200	531000	Vehicle Fuel	276	140	200	200	270	346	346	363
4200	533000	Supplies & Materials	13,337	6,497	7,000	16,463	5,500	9,000	9,000	7,000
4200	533013	Supplies & Materials - PEG Channel	-	-	3,000	3,000	3,000	3,000	3,000	3,000

**Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22**

Department: <i>Administration</i>			Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Plan Year
Org	Object	Object Description	Expenditures	Expenditures	Budget	Budget	Actuals	Request	Recommended	Budget
			2018 - 19	2019-20	2020 - 21	2020 - 21	2020 - 21	2021 - 22	2021 - 22	2022 - 23
4200	545000	Contracted Services	\$ 8,857	\$ 7,414	\$ 8,200	\$ 12,840	\$ 12,840	\$ 12,840	\$ 12,840	\$ 28,200
4200	545110	Contracted Services - PEG Support	27,893	28,306	1,000	1,000	1,000	1,000	1,000	1,000
4200	553000	Dues & Subscriptions	11,982	12,352	12,500	12,778	12,778	12,500	12,500	12,500
4200	555000	Workers' Compensation	2,156	2,811	2,973	2,973	2,811	2,702	2,702	2,847
4200	557000	Miscellaneous	2,087	35	2,750	2,750	35	2,750	2,750	2,750
4200	557001	Miscellaneous - Special Events	50,472	51,698	61,500	80,000	67,500	80,000	80,000	80,000
4200	557002	Miscellaneous - Health Efficiency	83	1,291	11,250	13,750	1,500	11,250	11,250	11,250
4200	557005	Miscellaneous - Meeting Expenses	98	38	500	500	200	500	500	500
		<i>Subtotal</i>	<i>217,623</i>	<i>229,936</i>	<i>262,173</i>	<i>306,754</i>	<i>244,411</i>	<i>294,188</i>	<i>294,188</i>	<i>307,710</i>
		TOTAL	\$ 1,020,902	\$ 1,103,487	\$ 1,241,595	\$ 1,284,657	\$ 1,196,402	\$ 1,307,513	\$ 1,307,513	\$ 1,370,972



Buildings & Grounds Division Goals & Objectives

Goals

To improve and enhance the buildings of the Town of Kill Devil Hills through scheduled maintenance and work projects designed to make our facilities safer places to work, visually appealing and to serve as outstanding examples of our Town government. To enhance visual appeal of Town grounds with attractive plants and grasses.

Objectives

- To continue existing landscaping and beautification programs, implement new programs as directed and funded, to increase citizen pride in the overall look of Kill Devil Hills and encourage more public use of Town property.

- To provide high quality care and maintenance of Town property including buildings, grounds, public beach accesses, recreational facilities and parks, and to improve existing facilities by replacing worn or unusable assets as recommended and funded.

- To continue existing building maintenance programs including, but not limited to, trash and recycling collections and general cleaning tasks to better meet the needs of Town staff with an objective to meet established efficiency standards.

Buildings & Grounds Division Statistical Data

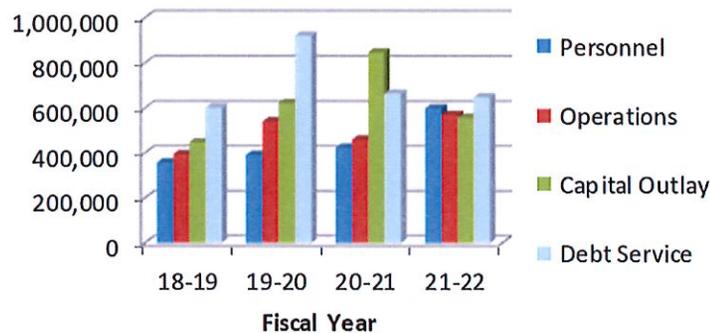
Highlights

- A new Facility Maintenance Specialist position is included.
- Debt service for the Public Works Complex is included.
- Includes \$38,000 for rust repairs to Recycling Building, \$50,000 for repairs to shoreline accesses, \$10,000 for landscaping 102 Town Hall Dr at meeting room entrance and replacement of generator at 102 Town Hall Dr.
- Repairs to Fire Dept bay apparatus ramp is included.
- Roof replacement at Town Hall building.
- Remodel of Planning Dept.
- ADA compliance improvements.
- Construction of open air pavilion at Aviation park.

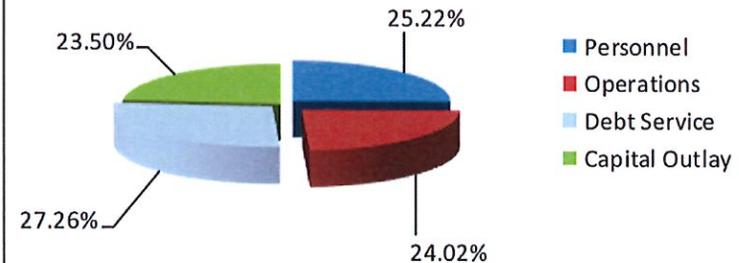
Expenditures by Function

	<i>Adopted FY20-21</i>	<i>Recommended FY21-22</i>	<i>Percent Change</i>
<i>Personnel</i>	\$ 420,380	\$ 599,989	42.73%
<i>Operations</i>	451,926	571,302	26.41%
<i>Capital Outlay</i>	400,000	559,000	39.75%
<i>Debt Service</i>	665,014	648,451	-2.49%
Total	\$ 1,937,320	\$ 2,378,742	22.79%

Expenditure History



Recommended Budget Fiscal Year 2021-22

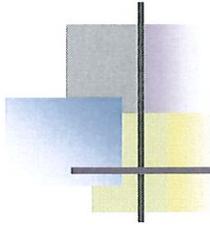


**Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22**

Division: <i>Buildings & Grounds</i>			Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Plan Year
Org	Object	Object Description	Expenditures	Expenditures	Budget	Budget	Actuals	Request	Recommended	Budget
			2018-19	2019 -20	2020 - 21	2020 - 21	2020 - 21	2021 - 22	2021 - 22	2022 - 23
<i>PERSONNEL SERVICES</i>										
		Position Requested	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 69,482	\$ 69,482	\$ 69,482
5000	502000	Salaries	234,027	249,794	268,570	271,975	271,975	325,960	325,960	334,665
5000	505000	FICA Expense	16,682	17,754	20,546	20,887	20,806	24,936	24,936	25,602
5000	506000	Funding for Health Plan	78,630	90,311	90,575	90,575	90,311	126,317	126,317	132,566
5000	507000	Retirement Expense	18,018	22,613	27,260	27,743	27,743	36,996	36,996	37,984
5000	507750	401k Retirement Expense	10,507	11,448	13,429	13,652	13,599	16,298	16,298	16,733
		<i>Subtotal</i>	<i>357,864</i>	<i>391,920</i>	<i>420,380</i>	<i>424,832</i>	<i>424,434</i>	<i>599,989</i>	<i>599,989</i>	<i>617,032</i>
<i>OPERATIONS</i>										
5000	508000	Professional Services	20,659	1,500	-	2,400	2,400	3,000	3,000	-
5000	513000	Utilities	63,909	56,891	72,400	72,400	65,000	72,400	72,400	72,400
5000	514000	Travel & Training	-	-	500	500	-	500	500	500
5000	515000	M & R - Buildings & Grounds	58,346	184,247	88,400	86,000	86,000	126,400	126,400	88,400
5000	515002	M & R - Signs (routed)	-	1,450	3,000	3,000	675	3,000	3,000	3,000
5000	515003	M & R - HVAC	44,459	31,204	45,000	45,000	45,000	45,000	45,000	45,000
5000	515006	M & R - Special Events Displays	5,743	17,143	14,000	14,000	14,000	14,000	14,000	14,000
5000	515010	M & R - Shoreline Accesses	56,271	34,536	32,500	32,500	33,048	82,500	82,500	32,500
5000	515011	M & R - Shoreline Accesses - Sandfence	24,000	23,604	-	24,000	24,000	-	-	-
5000	515020	M & R - Recreational Facilities	9,756	38,704	32,800	32,800	32,000	32,800	32,800	32,800
5000	515060	M & R - Landscaping	3,436	3,402	6,000	6,000	5,000	16,000	16,000	6,000
5000	515998	Insurance Claims	-	20,324	-	-	1,000	-	-	-
5000	516000	Outside Maintenance & Repair	834	6,333	2,000	2,000	3,011	4,000	4,000	4,000
5000	517000	Fleet Maintenance	5,871	5,198	6,500	6,500	5,900	6,500	6,500	6,500
5000	517001	Equipment Maintenance	1,475	7,757	4,000	4,000	1,500	4,000	4,000	4,000
5000	518000	Communications	1,213	1,301	1,500	1,500	1,500	1,500	1,500	1,500
5000	520000	Printing	-	-	3,000	3,000	-	-	-	-
5000	521000	Equipment Rental	15,123	4,540	750	750	-	-	-	-
5000	522000	Copier lease	149	155	350	350	350	350	350	350
5000	531000	Vehicle Fuel	5,121	3,303	3,150	3,150	3,150	5,530	5,530	5,807
5000	533000	Supplies & Materials	30,117	20,350	25,000	30,051	30,051	33,000	33,000	28,000
5000	533001	Supplies & Materials-Bulk Purchases	14,120	14,868	17,000	18,316	15,000	17,000	17,000	17,000
5000	536000	Uniforms	1,408	1,478	1,800	1,800	1,500	2,200	2,200	2,200
5000	545000	Contracted Services	19,191	36,815	54,724	54,724	54,000	62,324	62,324	62,324

**Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22**

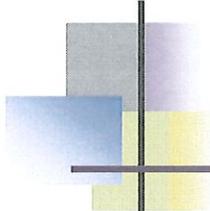
Division: <i>Buildings & Grounds</i>			Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Plan Year
Org	Object	Object Description	Expenditures	Expenditures	Budget	Budget	Actuals	Request	Recommended	Budget
			2017 - 18	2018 - 19	2020 - 21	2020 - 21	2020 - 21	2021 - 22	2021 - 22	2022 - 23
5000	555000	Workers' Compensation	\$ 5,200	\$ 6,290	\$ 7,747	\$ 7,747	\$ 7,500	\$ 9,493	\$ 9,493	\$ 9,747
5000	570000	Lease Payments	8,988	20,470	29,805	29,805	29,805	29,805	29,805	24,238
		<i>Subtotal</i>	<i>395,389</i>	<i>541,863</i>	<i>451,926</i>	<i>482,293</i>	<i>461,390</i>	<i>571,302</i>	<i>571,302</i>	<i>460,266</i>
<i>CAPITAL OUTLAY</i>										
5000	571000	C/O Land	-	1,299	-	-	-	-	-	-
5000	572000	C/O Buildings	86,863	62,387	-	5,580	6,085	234,000	234,000	195,000
5000	573000	C/O Other Improvements	106,413	454,426	200,000	47,802	34,021	165,000	165,000	100,000
5000	573002	C/O - Meekins Field	-	-	200,000	651,500	651,500	-	-	-
5000	573010	C/O Shoreline Access Reserve	-	-	-	-	-	30,000	30,000	30,000
5000	573026	C/O Beach Access Improvements	-	-	-	-	-	30,000	30,000	30,000
5000	573027	C/O Soundside Access Improvements	-	-	-	119,692	119,692	-	-	-
5000	573030	C/O Hayman Park	-	-	-	-	-	-	-	120,000
5000	573040	C/O Aviation Park	102,461	-	-	-	-	100,000	100,000	70,000
5000	573090	C/O Ocean Bay Blvd	44,238	61,230	-	-	-	-	-	-
5000	574000	C/O Machinery & Equipment	33,789	43,540	-	-	-	-	-	25,000
5000	575000	C/O Vehicle	43,741	-	-	36,578	36,578	-	-	-
		<i>Subtotal</i>	<i>448,160</i>	<i>622,882</i>	<i>400,000</i>	<i>861,152</i>	<i>847,876</i>	<i>559,000</i>	<i>559,000</i>	<i>570,000</i>
<i>DEBT SERVICE</i>										
		Public Works - Phase I	245,499	240,755	-	-	-	-	-	-
		Public Works - Phase II	204,919	200,743	196,566	196,566	196,566	192,389	192,389	188,213
		Public Works - Phase III	152,165	480,834	468,448	468,448	468,448	456,062	456,062	443,676
		<i>Subtotal</i>	<i>602,583</i>	<i>922,332</i>	<i>665,014</i>	<i>665,014</i>	<i>665,014</i>	<i>648,451</i>	<i>648,451</i>	<i>631,889</i>
TOTAL			\$ 1,803,996	\$ 2,478,997	\$ 1,937,320	\$ 2,433,291	\$ 2,398,714	\$ 2,378,742	\$ 2,378,742	\$ 2,279,187



Buildings & Grounds Division Capital Outlay

Buildings & Grounds Division

Description of Capital Items	Department	Manager's	Financial
	Requested	Recommended	Plan
	2021 - 2022	2021 - 2022	2022 - 2023
<i>Buildings</i>			
1. Repair apparatus bays ramp at Fire Department 1634 N Croatan Hwy	\$ 34,000	\$ 34,000	\$ -
2. Replace East wing roof at 102 Town Hall Dr with metal roof	150,000	150,000	-
3. Remodel Planning Dept.	45,000	45,000	-
4. Repair guttering at front of 102 Town Hall Dr	5,000	5,000	-
5. Extend length of single bay at Fire Department rear building, 1634 N Croatan Hwy	-	-	75,000
6. Replace Fire Dept. roof at 1634 N Croatan Hwy with metal roof	-	-	120,000
<i>Total Buildings</i>	\$ 234,000	\$ 234,000	\$ 195,000
<i>Other Improvements</i>			
1. Replace Police/Finance/Planning generator at 102 Town Hall Dr	\$ 65,000	\$ 65,000	\$ -
2. Identify and implement improvements to make beach accesses ADA compliant	100,000	100,000	100,000
3. Construct open air pavilion at Aviation Park	100,000	100,000	-
4. Improvements and repairs to beach accesses	30,000	30,000	30,000
5. Upgrade lighting system for Roller Hockey Rink at Aviation Park	-	-	70,000
6. Construct open air pavilion at Hayman Park	-	-	120,000
<i>Total Other Improvements</i>	\$ 295,000	\$ 295,000	\$ 320,000
<i>Capital Reserves</i>			
1. Shoreline Access Reserve	\$ 30,000	\$ 30,000	\$ 30,000
<i>Total Capital Reserves</i>	\$ 30,000	\$ 30,000	\$ 30,000
<i>Machinery and Other Equipment</i>			
1. Kubota 4-wheel driver/diesel mower	\$ -	\$ -	\$ 25,000
<i>Total Office Furniture & Equipment</i>	\$ -	\$ -	\$ 25,000



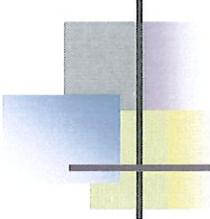
Finance & Tax Department Overview & Staffing

The Finance and Tax Department plans, organizes and directs all financial activities of the Town of Kill Devil Hills, including collections, privilege licenses/business registration fees, the annual budget, the annual financial report, investments, purchasing, accounts payable, payroll and related fringe benefits, and the general liability and property insurance programs.

The Management Information Systems Division provides technical computer support to Town departments and manages the Town's main computer network. The MIS Division is responsible for the selection and installation of hardware and software and diagnosing and coordinating system repairs.

The Fleet Maintenance Division performs and coordinates Town fleet repairs and maintenance, and maintains an inventory of fleet maintenance supplies.

<i>Staffing</i>	Position	Grade	Existing Positions	Requested Positions	Recommended Positions
<i>Finance:</i>					
	Finance Director	23	1	1	1
	Assistant Finance Director	19	1	1	1
	Accountant	13	1/2	1/2	1/2
	Payroll and Benefits Administrator	10	1	1	1
	Accounts Payable Specialist	8	1	1	1
	Administrative Specialist	8	1	1	1
	Customer Service Representative	7	<u>1</u>	<u>1</u>	<u>1</u>
	Total		6 1/2	6 1/2	6 1/2
<i>Management Information Systems:</i>					
	IT Systems Administrator	17	<u>1</u>	<u>1</u>	<u>1</u>
	Total		1	1	1
<i>Fleet Maintenance:</i>					
	Fleet Maintenance Supervisor	14	1	1	1
	Fleet Maintenance Mechanic	11	3	3	3
	Accountant	13	<u>1/2</u>	<u>1/2</u>	<u>1/2</u>
	Total		4 1/2	4 1/2	4 1/2



Finance & Tax Department Goals & Objectives

Goals

To provide efficient and effective administration of the Town's various operations through centralized support functions including collections, accounts payable, purchasing, cash management, payroll and financial reporting.

Objectives

- Administer the Town's financial accounting system in accordance with generally accepted accounting principles and applicable statutory requirements and provide accurate and timely financial reports.
- Look for ways to further automate accounting functions in order to streamline and operate more efficiently.
- Maximize cash flow and investment earnings in accordance with Town policies and NC General Statutes.
- Monitor expenditures in accordance with budget and ensure cost-effective purchasing.

Finance & Tax Department Statistical Data

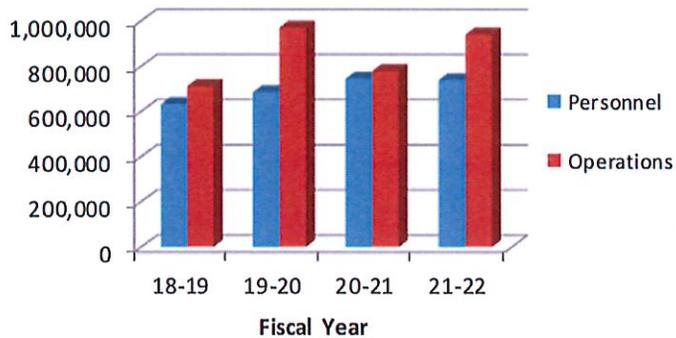
Highlights

- Health insurance renewal rates will increase 5% for both active employees and retirees.
- Tax collection contract with Dare County is recommended.
- Funds are included for training and continuing education.
- Actuarial study for Other Post-Employment Benefits valuation required by GASB 75.

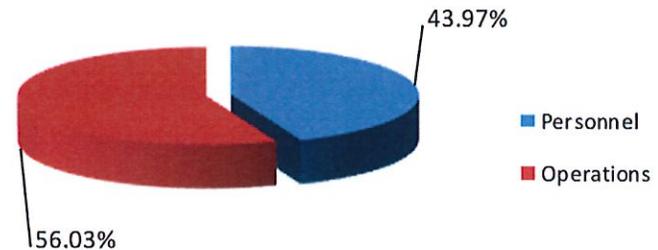
Expenditures by Function

	<i>Adopted FY20-21</i>	<i>Recommended FY21-22</i>	<i>Percent Change</i>
<i>Personnel</i>	\$ 745,972	\$ 739,610	-0.85%
<i>Operations</i>	845,310	942,321	11.48%
Total	\$ 1,591,282	\$ 1,681,931	5.70%

Expenditure History

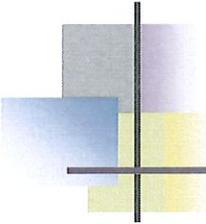


Recommended Budget Fiscal Year 2021-22



**Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22**

Department: <i>Finance & Tax</i>			Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Plan Year
Org	Object	Object Description	Expenditures	Expenditures	Budget	Budget	Actuals	Request	Recommended	Budget
			2018 - 19	2019-20	2020 - 21	2020 - 21	2020 - 21	2021 - 22	2021 - 22	2022 - 23
<i>PERSONNEL SERVICES</i>										
4400	502000	Salaries	\$ 469,323	\$ 498,867	\$ 531,910	\$ 531,910	\$ 531,910	\$ 510,591	\$ 510,591	\$ 524,014
4400	505000	FICA Expense	35,050	37,246	40,691	40,691	40,691	39,060	39,060	40,087
4400	506000	Funding for Health Plan	68,934	80,353	92,786	92,786	92,786	106,477	106,477	111,688
4400	507000	Retirement Expense	36,803	45,157	53,989	53,989	53,989	57,952	57,952	59,476
4400	507750	401k Retirement Expense	23,425	24,889	26,596	26,596	26,596	25,530	25,530	26,201
		<i>Subtotal</i>	633,535	686,512	745,972	745,972	745,972	739,610	739,610	761,466
<i>OPERATIONS</i>										
4400	508500	Tax Collection Fee	132,749	145,366	134,631	134,631	146,604	151,090	151,090	151,090
4400	509000	Audit	18,590	16,590	27,295	27,295	22,795	27,295	27,295	28,530
4400	511000	Postage	3,005	5,606	10,000	10,000	5,000	8,300	8,300	8,300
4400	514000	Travel & Training	8,738	6,225	15,500	15,500	8,200	15,000	15,000	16,000
4400	515998	Insurance Claims	-	-	-	-	-	-	-	-
4400	518000	Communications	85	90	84	84	84	156	156	156
4400	520000	Printing	1,460	630	750	750	993	750	750	750
4400	522000	Copier Lease	5,891	6,026	7,100	7,100	6,500	7,100	7,100	7,100
4400	533000	Supplies & Materials	6,351	4,452	5,500	5,586	5,658	5,500	5,500	5,500
4400	545000	Contracted Services	15,821	15,989	19,315	20,493	19,315	19,315	19,315	19,315
4400	548000	Departmental Supplies	2,406	6,041	20,000	20,000	8,200	20,000	20,000	20,000
4400	553000	Dues & Subscriptions	1,067	1,117	1,850	1,850	1,200	1,850	1,850	1,850
4400	554000	General Insurance	174,938	165,227	175,000	175,000	175,000	200,000	200,000	200,000
4400	554500	Retiree Health Insurance	344,271	378,490	446,387	446,387	387,155	484,903	484,903	501,600
4400	554550	OPEB Irrevocable Trust Fund Contribution	-	225,000	-	-	-	18,000	18,000	18,000
4400	555000	Workers' Compensation	702	735	898	898	735	862	862	885
4400	557000	Miscellaneous	140	2	200	200	-	200	200	200
4400	560000	Unemployment Insurance	215	403	800	800	403	2,000	2,000	2,000
4400	590000	Departmental Charges	(3,896)	(6,041)	(20,000)	(20,000)	(8,200)	(20,000)	(20,000)	(20,000)
		<i>Subtotal</i>	712,533	971,948	845,310	846,574	779,642	942,321	942,321	961,276
TOTAL			\$ 1,346,068	\$ 1,658,460	\$ 1,591,282	\$ 1,592,546	\$ 1,525,614	\$ 1,681,931	\$ 1,681,931	\$ 1,722,742



Management Information Systems Division Goals & Objectives

Goals

To plan for and promote the efficient use of information technology that will provide Town-wide efficiency for users and taxpayers.

Objectives

- Continue scheduled replacement of workstations and network components.
- Coordinates with and assists the Public Information Officer (PIO) in maintaining and enhancing the Town's website to allow citizens and other users to search various Town information.
- Improve stability and performance of network connections to offices located outside Town Hall complex.
- Continue to utilize technology to streamline processes.

Management Information Systems Division Statistical Data

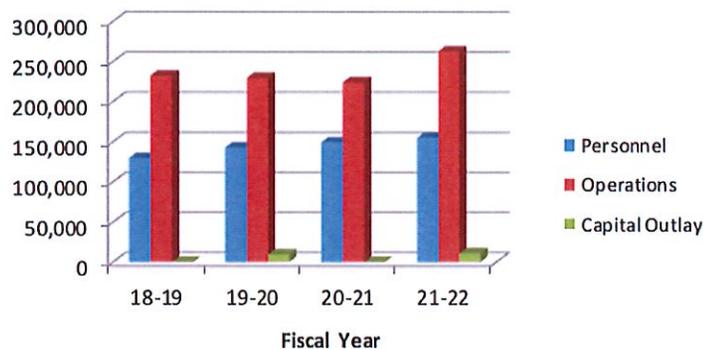
Highlights

- All current maintenance contracts and licenses for Town - wide systems and software are included with the addition of service related to teleworking connectivity, and increased cyber security.
- Addition of a Planning Dept Smartgov portal to allow online citizen requests for inspections, permits, and applications.
- Upgrades are recommended for our current VoIP system.
- Upgrades to current internet connectivity and bandwidth are recommended.

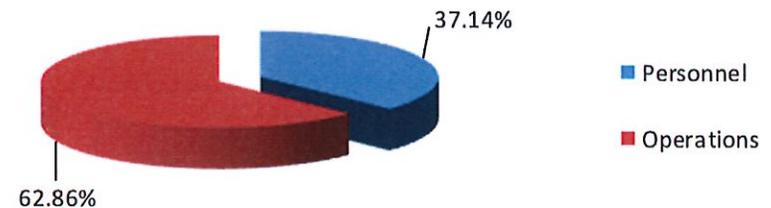
Expenditures by Function

	<i>Adopted</i> <u>FY20-21</u>	<i>Recommended</i> <u>FY21-22</u>	<i>Percent</i> <u>Change</u>
<i>Personnel</i>	\$ 149,588	\$ 155,219	3.76%
<i>Operations</i>	197,034	262,667	33.31%
<i>Capital Outlay</i>	-	10,910	100.00%
Total	\$ 346,622	\$ 428,796	23.71%

Expenditure History

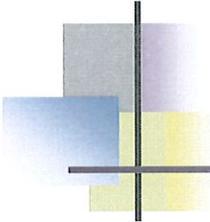


Recommended Budget Fiscal Year 2021-22



**Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22**

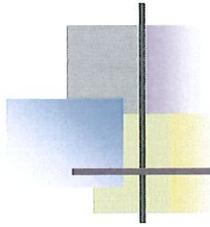
Division: <i>Management Information Systems</i>			Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Plan Year
Org	Object	Object Description	Expenditures	Expenditures	Budget	Budget	Actuals	Request	Recommended	Budget
			2018 - 19	2019-20	2020 - 21	2020 - 21	2020 - 21	2021 - 22	2021 - 22	2022 - 23
<i>PERSONNEL SERVICES</i>										
4450	502000	Salaries	\$ 92,400	\$ 100,651	\$ 103,344	\$ 103,344	\$ 103,344	\$ 106,028	\$ 106,028	\$ 108,148
4450	505000	FICA Expense	6,809	7,408	7,906	7,906	7,906	8,111	8,111	8,273
4450	506000	Funding for Health Plan	18,688	20,903	22,682	22,682	22,682	23,745	23,745	24,913
4450	507000	Retirement Expense	7,247	9,109	10,489	10,489	10,489	12,034	12,034	12,275
4450	507750	401k Retirement Expense	4,620	5,033	5,167	5,167	5,167	5,301	5,301	5,407
		<i>Subtotal</i>	<i>129,764</i>	<i>143,104</i>	<i>149,588</i>	<i>149,588</i>	<i>149,588</i>	<i>155,219</i>	<i>155,219</i>	<i>159,016</i>
<i>OPERATIONS</i>										
4450	514000	Travel & Training	2,503	625	6,200	6,200	-	2,000	2,000	2,000
4450	515998	Insurance Claims	-	5,203	-	-	-	-	-	-
4450	516000	Outside Maintenance & Repair	5,589	3,022	5,000	5,000	5,000	13,255	13,255	12,255
4450	519000	Maintenance Contracts	99,325	105,111	103,145	111,992	123,175	145,270	145,270	145,011
4450	533000	Supplies & Materials	28,528	39,431	38,896	61,978	55,000	52,585	52,585	43,460
4450	545000	Contracted Services	14,776	15,613	18,600	18,600	15,614	23,580	23,580	23,580
4450	553000	Dues & Subscriptions	11,795	11,943	11,440	11,440	11,440	25,798	25,798	25,798
4450	555000	Workers' Compensation	124	160	175	175	170	179	179	183
4450	570000	Lease Payments	69,630	48,381	13,578	13,578	13,578	-	-	-
		<i>Subtotal</i>	<i>232,270</i>	<i>229,489</i>	<i>197,034</i>	<i>228,963</i>	<i>223,977</i>	<i>262,667</i>	<i>262,667</i>	<i>252,287</i>
<i>CAPITAL OUTLAY</i>										
4450	576000	C/O Office Furniture & Equipment	-	9,575	-	-	-	10,910	10,910	8,000
		<i>Subtotal</i>	<i>-</i>	<i>9,575</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>10,910</i>	<i>10,910</i>	<i>8,000</i>
TOTAL			\$ 362,034	\$ 382,168	\$ 346,622	\$ 378,551	\$ 373,565	\$ 428,796	\$ 428,796	\$ 419,303



Management Information Systems Division Capital Outlay

Management Information Systems Division

Description of Capital Items	Department Requested 2021 - 2022	Manager's Recommended 2021 - 2022	Financial Plan 2022 - 2023
<i>Office Furniture & Equipment</i>			
1. Replace Police server	\$ 5,500	\$ 5,500	\$ -
2. Smartgov Portal	5,410	5,410	-
3. Replace Town server	-	-	8,000
<i>Total Office Furniture & Equipment</i>	\$ 10,910	\$ 10,910	\$ 8,000



Fleet Maintenance Division Goals & Objectives

Goals

To provide efficient and effective service for the Town's fleet of vehicles and equipment.

Objectives

- Continue preventive maintenance program for vehicles and equipment to increase longevity.
- Provide departments with accurate and timely information on vehicle and equipment maintenance.
- To return vehicles and equipment back to departments in a timely manner.
- Manage a balance between in-house and contracted-out repairs.

Fleet Maintenance Division Statistical Data

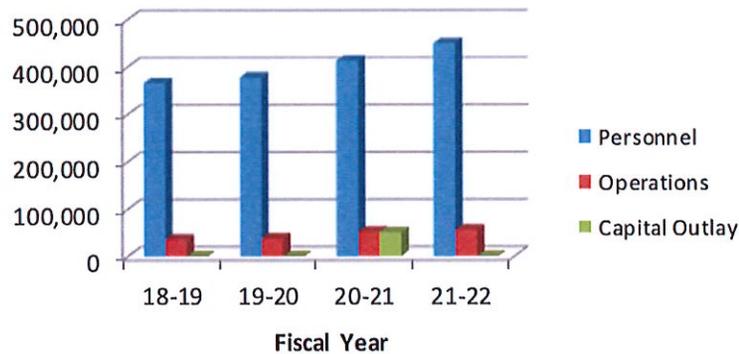
Highlights

- Fuel prices per gallon is the average for wholesale according to Energy Information Association (www.eia.gov) and our wholesale supplier and is budgeted at \$2.250/gal reg. unleaded; \$2.400/gal diesel, and will be charged back to departments based on usage.
- Replacement of a 20 ton jack, and a computer and system updates for scanning garbage trucks are included.

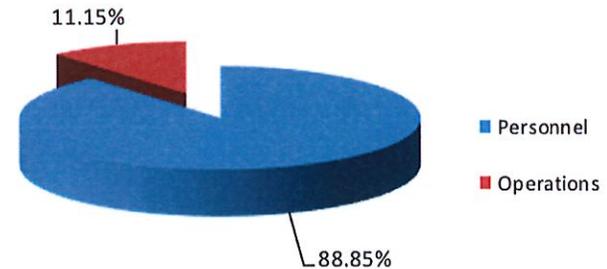
Expenditures by Function

	<i>Adopted FY20-21</i>	<i>Recommended FY21-22</i>	<i>Percent Change</i>
<i>Personnel</i>	\$ 413,374	\$ 450,132	8.89%
<i>Operations</i>	53,799	56,494	5.01%
<i>Capital Outlay</i>	15,498	-	-100.00%
<i>Total</i>	\$ 482,671	\$ 506,626	4.96%

Expenditure History

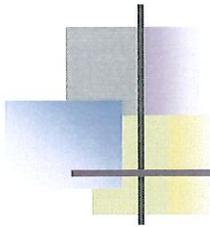


Recommended Budget Fiscal Year 2021-22



**Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22**

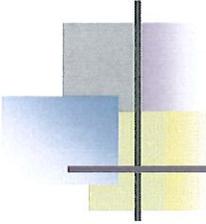
Division: <i>Fleet Maintenance</i>			Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Plan Year
Org	Object	Object Description	Expenditures	Expenditures	Budget	Budget	Actuals	Request	Recommended	Budget
			2018 - 19	2019 - 20	2020 - 21	2020 - 21	2020 - 21	2021 - 22	2021 - 22	2022 - 23
<i>PERSONNEL SERVICES</i>										
5450	502000	Salaries	\$ 261,682	\$ 263,447	\$ 285,340	\$ 285,340	\$ 285,340	\$ 304,583	\$ 304,583	\$ 311,313
5450	505000	FICA Expense	19,529	19,652	21,828	21,828	21,828	23,301	23,301	23,815
5450	506000	Funding for Health Plan	51,300	57,960	62,977	62,977	62,977	72,449	72,449	76,021
5450	507000	Retirement Expense	20,521	23,849	28,962	28,962	28,962	34,570	34,570	35,334
5450	507750	401k Retirement Expense	13,044	13,124	14,267	14,267	14,267	15,229	15,229	15,566
		<i>Subtotal</i>	<i>366,076</i>	<i>378,032</i>	<i>413,374</i>	<i>413,374</i>	<i>413,374</i>	<i>450,132</i>	<i>450,132</i>	<i>462,049</i>
<i>OPERATIONS</i>										
5450	514000	Travel & Training	-	280	250	250	-	250	250	250
5450	516000	Outside Maintenance & Repair	5,833	3,826	5,000	5,000	4,200	5,000	5,000	5,000
5450	517000	Fleet Maintenance	795	620	1,400	1,400	1,000	1,400	1,400	1,400
5450	518000	Communications	480	480	500	500	480	500	500	500
5450	519000	Maintenance Contracts	1,175	1,175	1,200	1,200	1,175	1,200	1,200	1,200
5450	520000	Printing	1,285	-	800	800	770	800	800	800
5450	521000	Equipment Rental	-	-	600	600	600	600	600	600
5450	522000	Copier Lease	153	163	300	300	280	300	300	300
5450	531000	Vehicle Fuel	1,068	901	975	975	975	1,527	1,527	1,603
5450	533000	Supplies & Materials	6,536	11,014	14,830	14,888	14,888	19,995	19,995	14,830
5450	536000	Uniforms	1,665	1,711	2,920	2,920	2,920	2,920	2,920	2,920
5450	547000	Fleet Maintenance Supplies	129,746	128,490	102,000	102,000	121,502	102,000	102,000	102,000
5450	547510	Public Works Complex Unleaded Fuel	90,315	69,080	63,398	63,398	63,398	115,276	115,276	121,040
5450	547520	Public Works Complex Diesel Fuel	90,075	67,897	55,352	55,352	55,352	100,516	100,516	105,542
5450	553000	Dues & Subscriptions	840	840	1,000	1,000	920	1,000	1,000	1,000
5450	555000	Workers' Compensation	6,984	6,666	7,249	7,249	7,249	7,738	7,738	7,909
5450	570000	Lease Payments	7,015	12,647	14,775	14,775	14,775	11,264	11,264	11,264
5450	590000	Departmental Charges	(127,433)	(130,089)	(100,000)	(100,000)	(119,502)	(100,000)	(100,000)	(100,000)
5450	590500	Departmental Fuel Charges	(180,383)	(137,645)	(118,750)	(118,750)	(118,750)	(215,792)	(215,792)	(226,582)
		<i>Subtotal</i>	<i>36,149</i>	<i>38,056</i>	<i>53,799</i>	<i>53,857</i>	<i>52,232</i>	<i>56,494</i>	<i>56,494</i>	<i>51,576</i>
<i>CAPITAL OUTLAY</i>										
5450	574000	C/O Machinery & Equipment	-	-	15,498	15,498	6,200	-	-	-
5450	575000	C/O Vehicles	-	-	-	43,209	44,559	-	-	-
		<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>15,498</i>	<i>58,707</i>	<i>50,759</i>	<i>-</i>	<i>-</i>	<i>-</i>
TOTAL			\$ 402,225	\$ 416,088	\$ 482,671	\$ 525,938	\$ 516,365	\$ 506,626	\$ 506,626	\$ 513,625



Planning & Development Department Overview & Staffing

The Planning and Development Department is responsible for managing growth and redevelopment in the Town of Kill Devil Hills. The department is responsible for the review and inspection of all commercial and residential development as well as enforcement of various code compliances. The Planning and Development Department also manages the application and administration of local, state and federal grants.

<i>Staffing</i>			Existing Positions	Requested Positions	Recommended Positions
	Position	Grade			
	Planning Director	23	1	1	1
	Assistant Planning Director	19	1	1	1
	Senior Planner	15	1	1	1
	Zoning Administrator	13	1	1	1
	Building Codes Inspector	13	2	2	2
	Code Enforcement Officer	12	<u>1</u>	<u>1</u>	<u>1</u>
	Total		7	7	7



Planning & Development Department Goals & Objectives

Goals

The mission of the Planning and Development Department is to provide for orderly growth and redevelopment of the Town through efficient administration of sound growth management principles and planning practices.

Objectives

- Effectively assist the public and development community.
- Effectively make use of computer systems to track departmental activities utilizing building permit software programs and GIS.
- Implement federal, state and local codes, plans, and ordinances.
- Improve community appearance, beautify beach access corridors and US 158.
- Recommend code revisions that accurately reflect Board of Commissioners policies.
- Enhance departmental efficiency through organization and training.
- Review and provide comments on proposed legislation and rule changes by government agencies which affect Town stakeholders.
- Work toward employee specialization while promoting cross training and communication.
- Continue interdepartmental communication for enforcement and assisting public.

Planning & Development Department Statistical Data

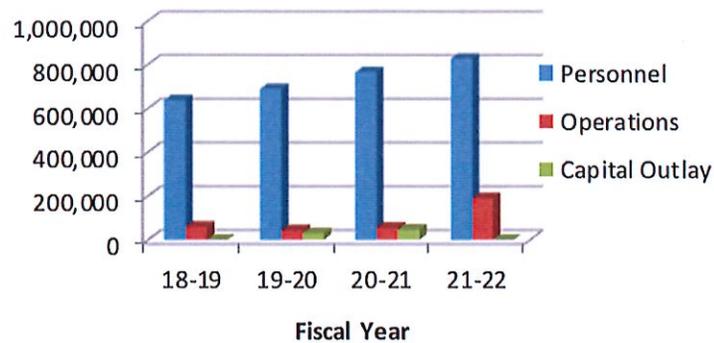
Highlights

- Funds are included for required Flood Prevention publications and outreach.
- Funds are included for zoning and subdivision chapter ordinance updates.
- Contracted Services related to GIS needs are recommended.

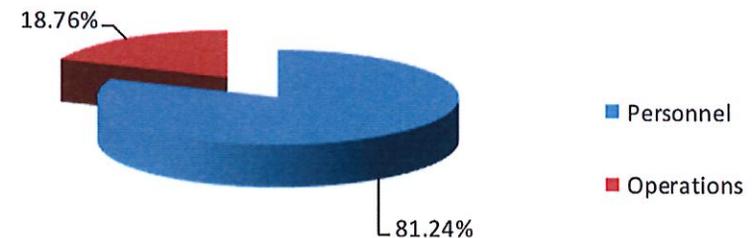
Expenditures by Function

	<i>Adopted</i>	<i>Recommended</i>	<i>Percent</i>
	<i>FY20-21</i>	<i>FY21-22</i>	<i>Change</i>
<i>Personnel</i>	\$ 763,907	\$ 827,601	8.34%
<i>Operations</i>	153,368	191,087	24.59%
<i>Capital Outlay</i>	1,350	-	-100.00%
Total	\$ 918,625	\$ 1,018,688	10.89%

Expenditure History



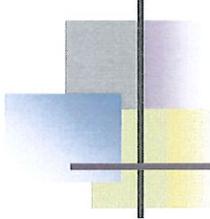
Recommended Budget Fiscal Year 2021-22



**Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22**

Department: *Planning & Development*

Org	Object	Object Description	Actual Expenditures 2018 - 19	Actual Expenditures 2019-20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Plan Year Budget 2022 - 23
PERSONNEL SERVICES										
4900	502000	Salaries	\$ 464,142	\$ 489,722	\$ 537,237	\$ 538,144	\$ 538,144	\$ 579,508	\$ 579,508	\$ 591,098
4900	505000	FICA Expense	34,396	36,544	41,099	41,190	41,190	44,332	44,332	45,219
4900	506000	Funding for Health Plan	81,182	95,426	104,179	104,179	104,179	109,012	109,012	114,340
4900	507000	Retirement Expense	36,403	44,333	54,530	54,659	54,659	65,774	65,774	67,090
4900	507750	401k Retirement Expense	22,015	23,308	26,862	26,921	26,921	28,975	28,975	29,555
		Subtotal	638,138	689,333	763,907	765,093	765,093	827,601	827,601	847,302
OPERATIONS										
4900	503000	Planning & Zoning Board Fees	9,800	9,720	13,320	13,320	10,210	13,320	13,320	13,320
4900	508000	Professional Services	-	1,185	5,000	5,000	1,200	5,000	5,000	5,000
4900	514000	Travel & Training	12,181	4,284	9,000	9,000	4,000	9,000	9,000	9,000
4900	516000	Outside Maintenance & Repair	346	21	750	750	100	750	750	750
4900	517000	Fleet Maintenance	1,415	1,656	1,000	1,000	1,000	1,000	1,000	1,000
4900	518000	Communications	1,713	1,914	1,500	1,500	2,000	1,500	1,500	1,500
4900	520000	Printing	-	-	500	500	-	500	500	500
4900	521000	Equipment Rental	1,071	3,211	3,500	3,500	3,500	3,500	3,500	3,500
4900	522000	Copier Lease	3,714	4,015	6,250	6,250	4,500	6,250	6,250	6,250
4900	526010	Historic Landmark	129	157	500	500	-	500	500	500
4900	526015	CRS Flood	-	-	3,000	3,000	-	3,000	3,000	3,000
4900	531000	Vehicle Fuel	3,368	2,212	2,325	2,325	2,200	3,959	3,959	4,157
4900	533000	Supplies & Materials	3,999	3,113	6,500	6,514	3,500	6,500	6,500	6,500
4900	545000	Contracted Services	-	-	-	-	-	30,000	30,000	30,000
4900	545060	Chapter Updates	-	-	75,000	75,000	-	75,000	75,000	45,000
4900	545070	Land Use Plan	7,660	-	-	1,023	1,023	-	-	-
4900	552000	Recordation Fees	-	67	500	500	100	500	500	500
4900	553000	Dues & Subscriptions	1,654	2,515	2,650	3,010	3,010	2,650	2,650	2,650
4900	555000	Workers' Compensation	6,559	6,259	7,752	7,752	6,073	8,362	8,362	8,529
4900	557000	Miscellaneous	-	37	250	250	50	250	250	250
4900	557005	Worksession Expenses	138	-	200	200	-	200	200	200
4900	570000	Lease Payments	6,451	3,874	13,871	13,871	13,547	19,346	19,346	19,346
		Subtotal	60,198	44,240	153,368	154,765	56,013	191,087	191,087	161,452
CAPITAL OUTLAY										
4900	575000	C/O Vehicles	-	30,619	1,350	47,007	47,007	-	-	-
		Subtotal	-	30,619	1,350	47,007	47,007	-	-	-
TOTAL			\$ 698,336	\$ 764,192	\$ 918,625	\$ 966,865	\$ 868,113	\$ 1,018,688	\$ 1,018,688	\$ 1,008,754



Beach Nourishment Division Goals & Objectives

Goals

The mission of the Beach Nourishment Division is to repay debt service for construction of the Kill Devil Hills Beach and Flood and Hurricane Protection Works Project and other direct cost of maintaining the project.

Objectives

- Monitor and repay debt in a timely manner.
- Provide ongoing monitoring to track efficacy of the project.
- Protect infrastructure, public property and private property.
- Defend local tourism economy by providing a buffer from threats of storm surge from the Atlantic Ocean.
- Promote rapid recovery from effects of hurricanes, tropical storms and northeasters.
- Mitigate adverse impacts from flooding in those areas within close proximity to the Atlantic Ocean.

Beach Nourishment Division Statistical Data

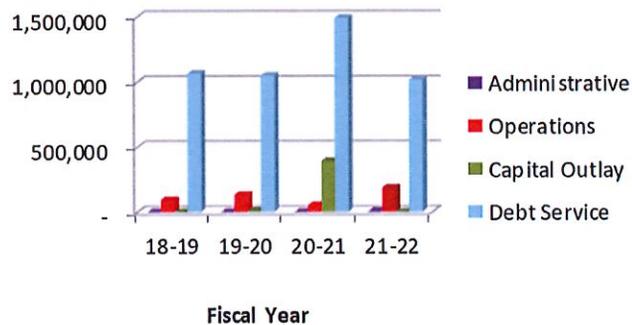
Highlights

- Funding for Special Obligation Bond Debt payment is included.
- Municipal Service District (MSD) tax revenue, sales tax revenue received resulting from MSD levy, and general fund appropriation will fund costs associated with the Town's 2022 beach nourishment project.
- Cost directly incurred as a result of the MSD such as audit and tax collection fees are included.
- On going beach maintenance, surveying and analysis, of the shoreline of the existing project is included.

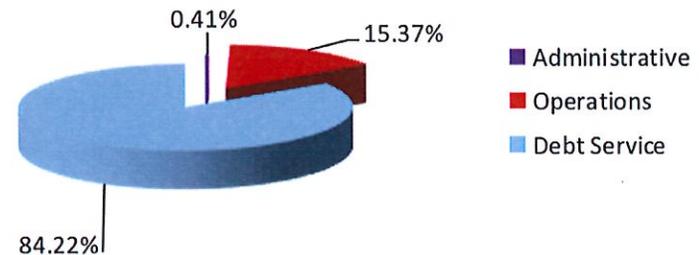
Expenditures by Function

	<i>Adopted FY20-21</i>	<i>Recommended FY21-22</i>	<i>Percent Change</i>
<i>Administrative</i>	\$ 5,000	\$ 5,000	0.00%
<i>Operations</i>	185,315	185,315	0.00%
<i>Debt Service</i>	1,032,119	1,015,599	-1.60%
Total	\$ 1,222,434	\$ 1,205,914	-1.35%

Expenditure History

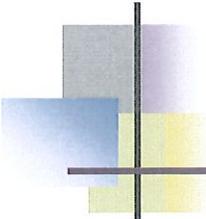


Recommended Budget Fiscal Year 2021-22



**Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22**

Division: <i>Beach Nourishment</i>			Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Plan Year
Org	Object	Object Description	Expenditures 2018 - 19	Expenditures 2019-20	Budget 2020 - 21	Budget 2020 - 21	Actuals 2020 - 21	Request 2021 - 22	Recommended 2021 - 22	Budget 2022 - 23
<i>ADMINISTRATIVE</i>										
5050	504000	Legal Services	\$ 825	\$ 225	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
		<i>Subtotal</i>	<i>825</i>	<i>225</i>	<i>5,000</i>	<i>5,000</i>	<i>-</i>	<i>5,000</i>	<i>5,000</i>	<i>5,000</i>
<i>OPERATIONS</i>										
5050	508500	Tax Collection Fee	7,730	3,413	7,430	7,430	4,800	7,430	7,430	7,430
5050	509000	Audit	1,750	1,750	2,885	2,885	1,750	2,885	2,885	2,885
5050	545040	Annual Beach Nourishment Maintenance	83,640	127,626	175,000	210,736	44,456	175,000	175,000	175,000
		<i>Subtotal</i>	<i>93,120</i>	<i>132,789</i>	<i>185,315</i>	<i>221,051</i>	<i>51,006</i>	<i>185,315</i>	<i>185,315</i>	<i>185,315</i>
<i>CAPITAL OUTLAY</i>										
5050	573021	C/O Beach Nourishment Capital Reserve	-	8,616	-	391,618	391,618	-	-	663,214
		<i>Subtotal</i>	<i>-</i>	<i>8,616</i>	<i>-</i>	<i>391,618</i>	<i>391,618</i>	<i>-</i>	<i>-</i>	<i>663,214</i>
<i>DEBT SERVICE</i>										
5050	581000	Beach Nourishment Debt Payment	1,065,159	1,048,639	1,032,119	1,032,119	1,048,639	1,015,599	1,015,599	-
		<i>Subtotal</i>	<i>1,065,159</i>	<i>1,048,639</i>	<i>1,032,119</i>	<i>1,032,119</i>	<i>1,048,639</i>	<i>1,015,599</i>	<i>1,015,599</i>	<i>-</i>
		TOTAL	\$ 1,159,104	\$ 1,190,268	\$ 1,222,434	\$ 1,649,788	\$ 1,491,263	\$ 1,205,914	\$ 1,205,914	\$ 853,529



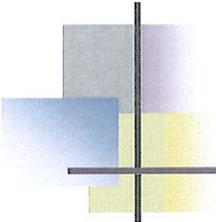
Police Department & Animal Control Division Overview & Staffing

The Kill Devil Hills Police Department includes the Patrol Division, Criminal Investigation Division and Records Division. The department is responsible for protecting the lives and property of citizens through a varied program of law enforcement including detection and prevention of crime. The department works closely with residents to conduct community-oriented policing activities.

The Animal Control Division is responsible for enforcing the Town's animal control ordinances and maintains an animal shelter to house and care for animals that have been collected. The division also assists the public with the adoption of animals that make suitable pets.

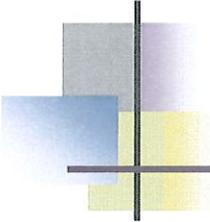
<i>Staffing</i>	Position	Grade	Existing Positions	Requested Positions	Recommended Positions
<i>Police:</i>					
	Police Chief	23	1	1	1
	Assistant Police Chief	19	1	1	1
	Police Captain	17	1	1	1
	Police Lieutenant	15	2	2	2
	Police Sergeant	14	4	4	4
	Police Investigator	12	4	4	4
	Community Police Officer	12	1	1	1
	Police Officer	11	15	15	15
	Police Systems Administrator	15	1	1	1
	Senior Police Records Clerk	7	1	1	1
	Police Records Clerk	6	1	1	1
	Office Assistant	5	1	1	1
	Total		33	33	33

Continued on next page



Police Department & Animal Control Division Overview & Staffing (con't)

Position	Grade	Existing Positions	Requested Positions	Adopted Positions
<i>Animal Control:</i>				
Senior Animal Control Officer	8	1	1	1
Animal Control Officer	7	<u>1</u>	<u>1</u>	<u>1</u>
Total		2	2	2



Police Department Goals & Objectives

Goals

To provide a safe and secure environment for the citizens and visitors of Kill Devil Hills.

Objectives

- To enlist the cooperation of the residents of Kill Devil Hills in identifying and responding to the law enforcement needs of the community by employing a comprehensive Community Oriented Policing Program.
- To develop new and innovative methods to respond to the community's quality of life issues with emphasis on utilizing non-traditional approaches to problem solving.
- To provide the employees of the department with the educational support necessary to enhance the level of service they can provide on a cooperative and individual basis to the community and reduce the Town's exposure to liability.
- To research, develop and implement various types of tactics and technologies to enhance the efficiency of the individual employees of the Police Department and the Police Department as a whole.
- To reduce the incidence of crime, maintain order and enforce the law impartially, while working with the community to improve visitors' and citizens' beach-going experience.

Police Department Statistical Data

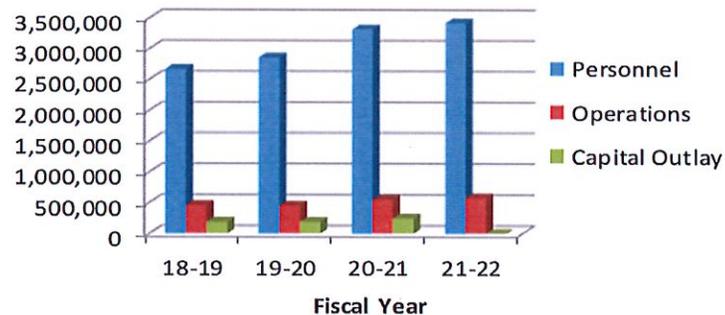
Highlights

- Mandatory funding of law enforcement separation allowance for three retired police officers.
- Training for specific incidents as well as maintenance of current certifications and required career development.
- Body cameras and related video service contract is included.
- Replacement of 5 police vehicles.

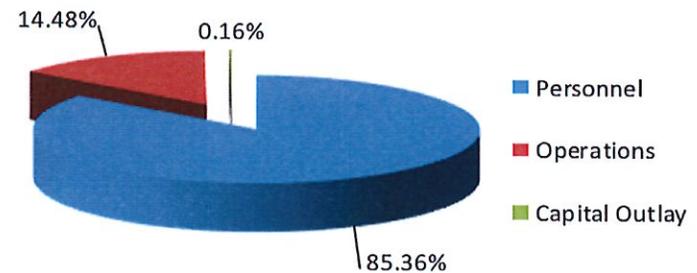
Expenditures by Function

	<i>Adopted</i> <u>FY20-21</u>	<i>Recommended</i> <u>FY21-22</u>	<i>Percent</i> <u>Change</u>
<i>Personnel</i>	\$ 3,299,229	\$ 3,423,273	3.76%
<i>Operations</i>	493,158	580,517	17.71%
<i>Capital Outlay</i>	6,240	6,420	2.88%
Total	\$ 3,798,627	\$ 4,010,210	5.57%

Expenditure History



Recommended Budget Fiscal Year 2021-22



Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22

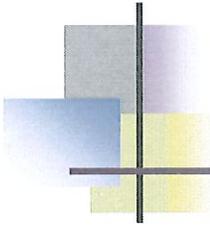
Department: *Police*

Org	Object	Object Description	Actual Expenditures 2018 - 19	Actual Expenditures 2019-20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Plan Year Budget 2022 - 23
<i>PERSONNEL SERVICES</i>										
5100	502000	Salaries	\$ 1,847,099	\$ 1,930,259	\$ 2,191,866	\$ 2,203,965	\$ 2,203,965	\$ 2,281,496	\$ 2,281,496	\$ 2,336,399
5100	505000	FICA Expense	139,746	145,463	167,678	168,888	168,888	174,534	174,534	178,735
5100	506000	Funding for Health Plan	386,414	451,715	552,145	552,145	552,145	538,722	538,722	565,244
5100	507000	Retirement Expense	156,214	186,527	223,064	224,778	224,778	259,563	259,563	265,809
5100	507500	401k Retirement Expense - Law Officers	83,303	86,847	99,509	99,509	99,509	103,934	103,934	106,376
5100	507750	401k Retirement Expense	7,578	7,534	10,084	10,875	10,875	10,141	10,141	10,444
5100	507800	Separation Allowance	47,456	49,006	54,883	54,883	54,883	54,883	54,883	54,883
		<i>Subtotal</i>	<i>2,667,810</i>	<i>2,857,351</i>	<i>3,299,229</i>	<i>3,315,043</i>	<i>3,315,043</i>	<i>3,423,273</i>	<i>3,423,273</i>	<i>3,517,890</i>
<i>OPERATIONS</i>										
5100	508000	Professional Services	107	677	2,500	2,500	1,000	2,500	2,500	2,500
5100	514000	Travel & Training	13,489	6,181	17,000	17,000	6,000	17,000	17,000	17,000
5100	514500	Firing Range	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600
5100	515998	Insurance Claims	-	12,393	-	-	17,940	-	-	-
5100	516000	Outside Maintenance & Repair	6,233	4,655	9,494	9,494	9,494	9,494	9,494	9,494
5100	517000	Fleet Maintenance	14,378	14,369	15,000	15,000	15,000	15,000	15,000	15,000
5100	518000	Communications	28,053	27,884	26,113	26,113	26,113	26,113	26,113	26,113
5100	518500	OSSI Communication line	-	-	5,573	5,573	5,573	5,573	5,573	5,573
5100	520000	Printing	294	221	500	500	400	500	500	500
5100	522000	Copier Lease	5,240	5,071	6,970	6,970	6,500	6,970	6,970	6,970
5100	531000	Vehicle Fuel	54,621	41,866	35,000	35,000	41,000	67,620	67,620	71,001
5100	533000	Supplies & Materials	33,390	22,408	35,798	76,669	72,000	35,798	35,798	35,798
5100	533004	Supplies & Materials - Radar	-	11,355	-	-	-	-	-	-
5100	533005	Supplies & Materials - Criminal	1,154	1,434	1,500	1,500	1,500	1,500	1,500	1,500
5100	533008	Supplies & Materials - In-Car Cameras	21,962	-	23,700	41,400	17,700	23,700	23,700	23,700
5100	533116	Supplies & Materials - AED's	-	-	-	5,332	5,095	-	-	-
5100	533017	Supplies & Materials - In Car Radios	24,260	12,912	13,230	13,230	13,230	13,230	13,230	13,230
5100	533019	Supplies & Materials - Handheld Radios	-	-	12,500	12,500	11,424	12,500	12,500	12,500
5100	533060	Supplies & Materials - Weapons	-	15,452	-	-	15,452	-	-	-
5100	536000	Uniforms	17,649	18,965	20,000	22,270	22,270	20,000	20,000	20,000
5100	537000	Crime Prevention	3,226	1,020	2,000	2,495	1,500	2,000	2,000	2,000

**Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22**

Department: *Police*

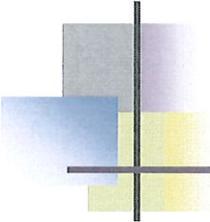
Org	Object	Object Description	Actual Expenditures 2018 - 19	Actual Expenditures 2019-20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Plan Year Budget 2022 - 23
5100	538000	Controlled Substances	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
5100	545000	Contracted Services	99	-	396	396	110	396	396	396
5100	553000	Dues & Subscriptions	233	1,638	1,640	1,640	1,553	1,640	1,640	1,640
5100	555000	Workers' Compensation	35,996	43,799	41,482	41,482	38,855	43,309	43,309	44,325
5100	557000	Miscellaneous	24	514	1,000	1,000	600	1,000	1,000	1,000
5100	570000	Lease Payments	197,064	206,387	217,162	217,163	216,760	218,791	218,791	225,205
5100	575010	Body Camera Payments	-	-	-	-	-	51,283	51,283	45,468
		<i>Subtotal</i>	<i>462,072</i>	<i>453,801</i>	<i>493,158</i>	<i>559,827</i>	<i>551,669</i>	<i>580,517</i>	<i>580,517</i>	<i>585,513</i>
		<i>CAPITAL OUTLAY</i>								
5100	574000	C/O Machinery & Equipment	5,180	-	-	-	-	-	-	-
5100	575000	C/O Vehicles	188,210	327,592	6,240	250,874	250,874	6,420	6,420	6,420
		<i>Subtotal</i>	<i>193,390</i>	<i>327,592</i>	<i>6,240</i>	<i>250,874</i>	<i>250,874</i>	<i>6,420</i>	<i>6,420</i>	<i>6,420</i>
		TOTAL	\$ 3,323,272	\$ 3,638,744	\$ 3,798,627	\$ 4,125,744	\$ 4,117,586	\$ 4,010,210	\$ 4,010,210	\$ 4,109,823



Police Department Capital Outlay

Police

Description of Capital Items	Department Requested 2021 - 2022	Manager's Recommended 2021 - 2022	Financial Plan 2022 - 2023
<i>New Lease Payments</i>			
1. 5 Vehicles at a cost of \$42,800 each, totaling \$214,000	\$ 29,118	\$ 29,118	\$ -
2. 5 Vehicles at a cost of \$42,800 each, totaling \$214,000	-	-	29,118
3. Utility Vehicle at \$18,000	-	-	2,449
Total Lease Payments	\$ 29,118	\$ 29,118	\$ 31,567
 <i>Vehicle</i>			
1. Excise tax on new vehicles	\$ 6,420	\$ 6,420	\$ 6,420
Total Vehicle	\$ 6,420	\$ 6,420	\$ 6,420



Animal Control Division Goals & Objectives

Goals

To provide a safe and pleasant community environment for the residents and visitors of Kill Devil Hills where families and their pets can live together in a complementary and balanced manner.

Objectives

- To reduce animal control violations through strengthened enforcement of the Town Code, education of our citizens and visitors on ordinances related to animal control issues, and enhanced communication.
- To minimize euthanasia of domestic pet animals by providing our citizens with opportunities for pet adoption through the Kill Devil Hills Animal Control Shelter.
- To provide our citizens, visitors and their pets more opportunities to enjoy our unique environment by supplying pet waste clean-up stations that help minimize nuisance problems associated with animal feces, such as surface water pollution and other threats to human health and welfare.

Animal Control Division Statistical Data

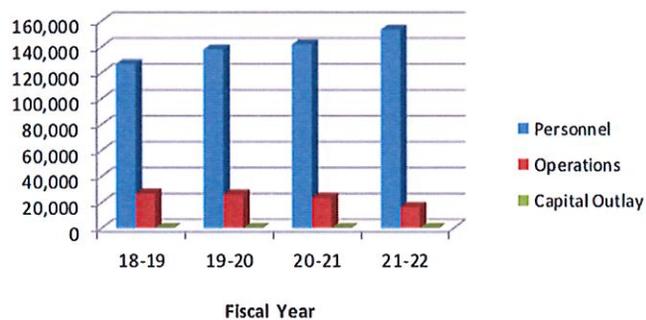
Highlights

- Maintaining current level of service

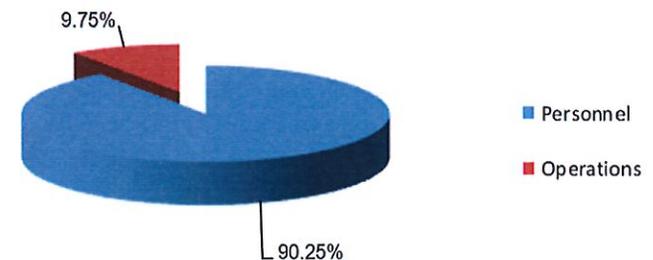
Expenditures by Function

	<i>Adopted FY 20-21</i>	<i>Recommended FY 21-22</i>	<i>Percent Change</i>
<i>Personnel</i>	\$ 141,787	\$ 153,379	8.18%
<i>Operations</i>	23,778	16,566	-30.33%
<i>Total</i>	\$ 165,565	\$ 169,945	2.65%

Expenditure History

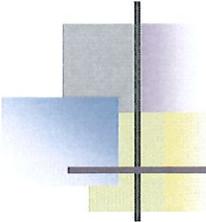


Recommended Budget Fiscal Year 2021-22



Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22

Division: <i>Animal Control</i>			Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Plan Year
Org	Object	Object Description	Expenditures	Expenditures	Budget	Budget	Actuals	Request	Recommended	Budget
			2018 - 19	2019-20	2020 - 21	2020 - 21	2020 - 21	2021 - 22	2021 - 22	2022 - 23
PERSONNEL SERVICES										
5150	502000	Salaries	\$ 91,546	\$ 98,275	\$ 99,137	\$ 99,137	\$ 99,137	\$ 106,777	\$ 106,777	\$ 108,856
5150	505000	FICA Expense	6,995	7,533	7,584	7,584	7,584	8,168	8,168	8,328
5150	506000	Funding for Health Plan	16,433	18,394	20,047	20,047	20,047	20,976	20,976	22,005
5150	507000	Retirement Expense	7,182	8,897	10,062	10,062	10,062	12,119	12,119	12,355
5150	507750	401k Retirement Expense	4,577	4,914	4,957	4,957	4,957	5,339	5,339	5,443
		Subtotal	126,733	138,013	141,787	141,787	141,787	153,379	153,379	156,987
OPERATIONS										
5150	508000	Professional Services	-	-	300	300	-	300	300	300
5150	514000	Travel & Training	-	-	400	400	-	400	400	400
5150	515998	Insurance Claims	-	1,000	-	-	-	-	-	-
5150	516000	Outside Maintenance & Repair	26	26	300	300	26	300	300	300
5150	517000	Fleet Maintenance	1,240	483	1,500	1,500	1,500	1,500	1,500	1,500
5150	518000	Communications	480	480	500	500	500	500	500	500
5150	520000	Printing	165	-	300	300	300	300	300	300
5150	531000	Vehicle Fuel	2,743	2,207	2,000	2,000	2,200	3,504	3,504	3,679
5150	533000	Supplies & Materials	2,557	2,385	2,600	2,600	2,600	2,600	2,600	2,600
5150	536000	Uniforms	480	129	500	500	500	500	500	500
5150	536001	Uniform Cleaning Allowance	576	576	600	600	576	600	600	600
5150	555000	Workers' Compensation	992	1,315	1,430	1,430	1,378	1,541	1,541	1,571
5150	570000	Lease Payments	17,644	17,644	13,348	13,348	13,348	4,521	4,521	-
		Subtotal	26,903	26,245	23,778	23,778	22,928	16,566	16,566	12,250
TOTAL			\$ 153,636	\$ 164,258	\$ 165,565	\$ 165,565	\$ 164,715	\$ 169,945	\$ 169,945	\$ 169,237



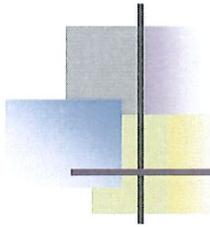
Fire Department & Ocean Rescue Division Overview & Staffing

The Kill Devil Hills Fire Department protects the lives and property of citizens and visitors from fire damage and injury. The career firefighters, volunteer firefighters and volunteer support personnel are responsible for fire prevention, suppression, investigations, emergency medical assistance, disaster control, hazardous material responses and rescue.

The Town provides ocean rescue services. One Ocean Rescue Supervisor and an Assistant Ocean Rescue Supervisor (1/2) are employed year-round; 25 group leaders and lifeguards provide daily seasonal Ocean Rescue services at 21 stationary stands throughout Town.

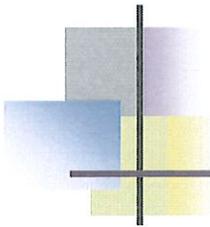
<i>Staffing</i>	Position	Grade	Existing Positions	Requested Positions	Recommended Positions
<i>Fire Station 14:</i>					
	Fire Chief	23	1	1	1
	Deputy Fire Chief	19	1	1	1
	Fire Captain	15	3	3	3
	Fire Marshal	15	1	1	1
	Fire Sergeant	13	3	3	3
	Fire Engineer	11	10½	10½	10½
	Administrative Specialist	8	<u>1</u>	<u>1</u>	<u>1</u>
	Total		20 ½	20 ½	20 ½

Continued on next page



Fire Department & Ocean Rescue Division Overview & Staffing (continued)

Position	Grade	Existing Positions	Requested Positions	Recommended Positions
<i>Ocean Rescue:</i>				
Ocean Rescue Supervisor	15	1	1	1
Assistant Ocean Rescue Supervisor/Fire Engineer	11	½	½	½
Group Leaders (seasonal)		5	5	5
Lifeguards (seasonal)		<u>21</u>	<u>21</u>	<u>21</u>
Total		27½	27½	27½



Fire Department Goals & Objectives

Goals

To minimize the risks of fire and other hazards to the citizens and visitors of Kill Devil Hills by educating the public on safety issues, prompt response to emergency situations and providing mitigation of emergency situations through highly trained and well-equipped personnel in a caring, courteous and professional manner.

Objectives

- To put required minimum staffing on emergency scenes in a timely manner.
- To provide sufficient training opportunities to enable personnel to maintain certifications and skills required of firefighters and to comply with certification requirements established by NC Department of Insurance and NC State Firemen's Association.
- To provide fire inspections within the Town of Kill Devil Hills.
- To maintain apparatus and equipment in good operating condition and ensure compliance with required safety standards.
- To present fire and life safety educational programs to the public.

Fire Station 14 Statistical Data

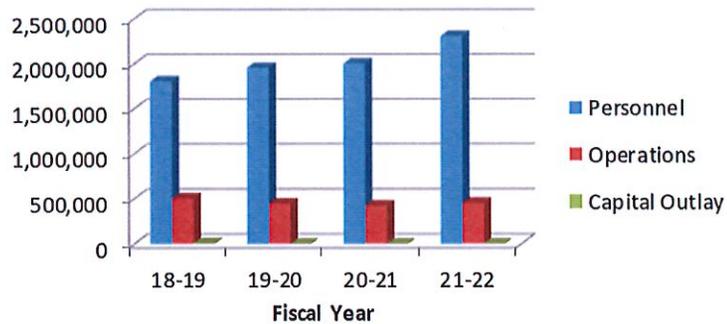
Highlights

- Training to maintain required certifications and career development of staff.
- Funds are included for health and fitness screening for both volunteer and career firefighters.
- Lease purchase of replacement portable radios is recommended.

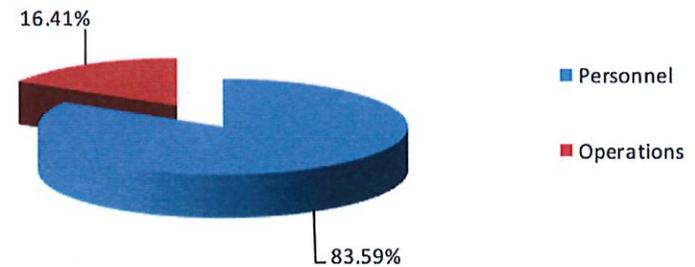
Expenditures by Function

	<i>Adopted FY20-21</i>	<i>Recommended FY21-22</i>	<i>Percent Change</i>
<i>Personnel</i>	\$ 2,146,073	\$ 2,306,218	7.46%
<i>Operations</i>	430,269	452,814	5.24%
<i>Total</i>	\$ 2,576,342	\$ 2,759,032	7.09%

Expenditure History



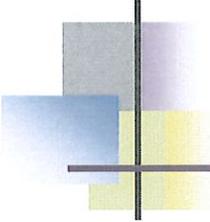
Recommended Budget Fiscal Year 2021-22



**Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22**

Department: *Fire Station 14*

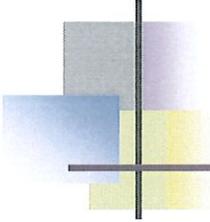
Org	Object	Object Description	Actual Expenditures 2018 - 19	Actual Expenditures 2019-20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Plan Year Budget 2022 - 23
PERSONNEL SERVICES										
5300	502000	Salaries	\$ 1,238,776	\$ 1,327,301	\$ 1,439,459	\$ 1,444,960	\$ 1,325,000	\$ 1,524,496	\$ 1,524,496	1,565,610
5300	502010	Volunteer Incentive Program	22,009	8,615	17,000	17,000	17,000	17,000	17,000	17,000
5300	505000	FICA Expense	92,399	97,625	111,419	111,969	101,363	117,924	117,924	121,070
5300	506000	Funding for Health Plan	296,463	337,547	360,117	360,117	360,117	397,543	397,543	417,139
5300	507000	Retirement Expense	97,081	120,147	146,105	146,885	134,488	173,030	173,030	177,697
5300	507750	401k Retirement Expense	60,466	64,910	71,973	72,333	66,250	76,225	76,225	78,281
		Subtotal	1,807,194	1,956,145	2,146,073	2,153,264	2,004,217	2,306,218	2,306,218	2,376,797
OPERATIONS										
5300	508000	Professional Services	12,091	13,459	15,000	15,000	12,000	15,000	15,000	15,000
5300	514000	Travel & Training	15,642	6,531	18,000	18,000	7,000	18,000	18,000	18,000
5300	515998	Insurance Claims	-	2,540	-	-	1,000	-	-	-
5300	516000	Outside Maintenance & Repair	27,169	17,983	27,500	27,500	23,500	27,500	27,500	27,500
5300	517000	Fleet Maintenance	8,802	12,432	12,500	12,500	18,000	15,000	15,000	15,000
5300	518000	Communications	5,572	6,357	6,650	6,650	6,350	6,650	6,650	6,650
5300	520000	Printing	-	294	500	500	300	500	500	500
5300	522000	Copier Lease	2,385	2,316	3,600	3,600	3,000	3,600	3,600	3,600
5300	531000	Vehicle Fuel	14,163	10,680	8,925	8,925	12,000	15,785	15,785	16,574
5300	533000	Supplies & Materials	26,398	35,656	35,000	36,649	36,649	35,000	35,000	35,000
5300	533018	USDHS Fire Grant	29,585	-	-	-	-	-	-	-
5300	533050	SCBA Equipment	4,950	4,350	5,000	5,000	4,350	5,000	5,000	5,000
5300	536000	Uniforms	30,407	31,102	31,500	31,500	31,500	31,500	31,500	31,500
5300	553000	Dues & Subscriptions	4,584	4,246	4,500	4,500	4,500	4,500	4,500	4,500
5300	555000	Workers' Compensation	30,196	32,421	34,090	34,090	36,129	36,030	36,030	36,968
5300	556000	Firemen's Pension	4,220	4,360	7,700	7,700	4,360	7,700	7,700	7,700
5300	570000	Lease Payments	287,239	261,628	219,804	219,804	219,804	231,049	231,049	276,719
		Subtotal	503,403	446,355	430,269	431,918	420,442	452,814	452,814	500,211
CAPITAL OUTLAY										
5300	574000	C/O Machinery & Equipment	5,950	-	-	-	-	-	-	-
5300	575000	C/O Vehicles	-	-	-	-	-	-	-	2,000
		Subtotal	5,950	-	-	-	-	-	-	2,000
TOTAL			\$ 2,316,547	\$ 2,402,500	\$ 2,576,342	\$ 2,585,182	\$ 2,424,659	\$ 2,759,032	\$ 2,759,032	\$ 2,879,008



Fire Department Capital Outlay

Fire Station 14

Description of Capital Items	Department Requested 2021 - 2022	Manager's Recommended 2021 - 2022	Financial Plan 2022 - 2023
<i>New Lease Payments</i>			
1. Portable Radios at \$250,000	\$ 34,017	\$ 34,017	\$ -
2. Replace 2000 KME Pumper at \$600,000	-	-	54,243
Total Lease Payments	\$ 34,017	\$ 34,017	\$ 54,243
 <i>Vehicle</i>			
1. Excise tax on new vehicles	\$ -	\$ -	\$ 2,000
Total Vehicle	\$ -	\$ -	\$ 2,000



Ocean Rescue Division Goals & Objectives

Goals

To provide effective and efficient ocean rescue service to the citizens and visitors in Kill Devil Hills, and to educate them on the hazards associated with the beach and ocean environments.

Objectives

- Recruit highly qualified candidates for seasonal ocean lifeguard duties.
- Provide training and equipment consistent with standards promulgated by the United States Lifesaving Association for Open Water Lifesaving.
- Maintain operational procedures designed to maximize effectiveness and efficiency.
- Promote beach and water safety through informational programs and interaction between Division staff and the public on the beach.

Ocean Rescue Division Statistical Data

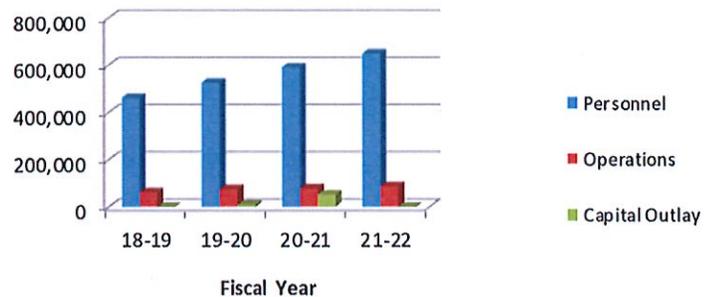
Highlights

- Funding to maintain the present service level of 21 stands.

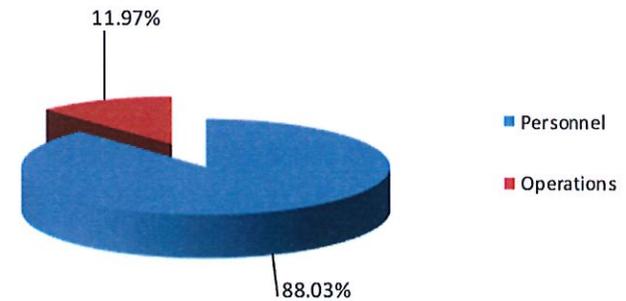
Expenditures by Function

	<i>Adopted FY20-21</i>	<i>Recommended FY21-22</i>	<i>Percent Change</i>
<i>Personnel</i>	\$ 605,822	\$ 649,607	7.23%
<i>Operations</i>	85,734	88,302	3.00%
<i>Total</i>	\$ 691,556	\$ 737,909	6.70%

Expenditure History

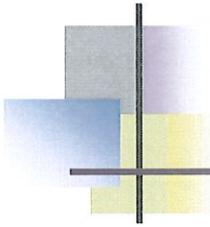


Recommended Budget Fiscal Year 2021-22



Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22

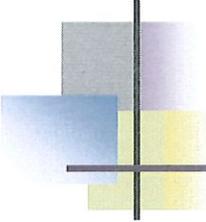
Division: <i>Ocean Rescue</i>			Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Plan Year
Org	Object	Object Description	Expenditures	Expenditures	Budget	Budget	Actuals	Request	Recommended	Budget
			2018 - 19	2019-20	2020 - 21	2020 - 21	2020 - 21	2021 - 22	2021 - 22	2022 - 23
PERSONNEL SERVICES										
5400	502000	Salaries	\$ 409,357	\$ 468,287	\$ 533,744	\$ 533,744	\$ 520,000	\$ 571,392	\$ 571,392	582,959
5400	505000	FICA Expense	31,312	35,834	40,831	40,831	39,780	43,711	43,711	44,596
5400	506000	Funding for Health Plan	10,989	9,286	15,155	15,155	15,155	15,852	15,852	16,623
5400	507000	Retirement Expense	7,451	9,297	10,781	10,781	10,781	12,948	12,948	13,463
5400	507750	401k Retirement Expense	3,369	3,666	5,311	5,311	5,311	5,704	5,704	5,931
Subtotal			462,478	526,370	605,822	605,822	591,027	649,607	649,607	663,572
OPERATIONS										
5400	508000	Professional Services	1,475	2,750	3,000	3,000	2,750	3,000	3,000	3,000
5400	514000	Travel & Training	357	953	2,500	2,500	500	2,500	2,500	2,500
5400	515998	Insurance Claims	-	5,950	-	-	1,000	-	-	-
5400	516000	Outside Maintenance & Repair	4,835	5,829	5,500	5,500	5,500	5,500	5,500	5,500
5400	517000	Fleet Maintenance	566	980	2,500	2,500	1,000	2,500	2,500	2,500
5400	518000	Communications	-	489	500	500	500	500	500	500
5400	520000	Printing	762	800	1,000	1,000	1,000	1,000	1,000	1,000
5400	521000	Equipment Rental	6,800	10,050	9,250	9,250	9,250	9,250	9,250	9,250
5400	522000	Copier Lease	370	273	500	500	450	500	500	500
5400	531000	Vehicle Fuel	3,912	2,811	3,150	3,150	3,150	4,920	4,920	5,166
5400	533000	Supplies & Materials	14,690	16,262	20,000	20,250	18,250	20,000	20,000	20,000
5400	536000	Uniforms	10,238	7,158	12,500	12,500	7,568	12,500	12,500	12,500
5400	553000	Dues & Subscriptions	560	-	360	360	360	360	360	360
5400	555000	Workers' Compensation	7,801	9,096	11,306	11,306	13,412	12,104	12,104	12,349
5400	570000	Lease Payments	10,182	11,925	13,668	13,668	13,668	13,668	13,668	13,668
Subtotal			62,548	75,326	85,734	85,984	78,358	88,302	88,302	88,793
CAPITAL OUTLAY										
5400	574000	C/O Machinery & Equipment	-	8,800	-	-	-	-	-	-
5400	575000	C/O Vehicles	-	-	-	52,427	52,427	-	-	-
Subtotal			-	8,800	-	52,427	52,427	-	-	-
TOTAL			\$ 525,026	\$ 610,496	\$ 691,556	\$ 744,233	\$ 721,812	\$ 737,909	\$ 737,909	\$ 752,365



Public Services Department Overview & Staffing

The Public Services Department for the Town of Kill Devil Hills is responsible for the construction, repair and maintenance of Town streets and storm water management as well as solid waste collection and disposal. The department also operates a drop-off recycling center.

<i>Staffing</i>	Position	Grade	Existing Positions	Requested Positions	Recommended Positions
<i>Streets Division:</i>					
	Public Services Director	23	¼	¼	¼
	Assistant Public Services Director	19	¼	¼	¼
	Street and Stormwater Mgt. Supervisor	12	1	1	1
	Construction Inspector / Utility Locator	11	¾	¾	¾
	Equipment Operator	7	4	4	4
	Facility Maintenance Specialist	5	<u>½</u>	<u>½</u>	<u>½</u>
	<i>Total</i>		6 ¾	6 ¾	6 ¾
<i>Solid Waste Division:</i>					
	Public Services Director	23	¼	¼	¼
	Assistant Public Services Director	19	¼	¼	¼
	Solid Waste Management Supervisor	12	1	1	1
	Sanitation Team Leader	8	1	1	1
	Sanitation Equipment Operator	7	7	7	7
	Recycling Specialist	5	1	1	1
	Facility Maintenance Specialist	5	¾	¾	¾
	Maintenance Worker	3	<u>1</u>	<u>1</u>	<u>1</u>
	<i>Total</i>		12 ¼	12 ¼	12 ¼



Streets Division Goals & Objectives

Goals

To oversee and coordinate the current year street and drainage improvements projects as approved by the Board of Commissioners in an efficient manner that assures our citizens and visitors of a safe and pleasing project. To continue to provide streets and ditch maintenance in a timely and capable manner in accordance with scheduling needs and demands of our citizens.

Objectives

- To enhance the effectiveness of the stormwater management systems within the Town of Kill Devil Hills through continued ditch and culvert cleaning and maintenance, as well as implementation of improvements and additions to that system.
- Continue maintenance of Town owned rights-of-way through mowing, trimming and debris clearance.
- To respond to the needs of our citizens ensuring safe vehicular passage on Town streets through prompt and efficient street repair.

Streets Division Statistical Data

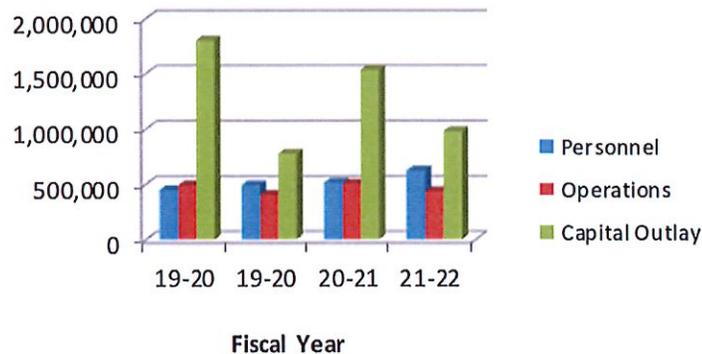
Highlights

- Sidewalk capital reserve funding in the amount \$100,000.
- Additional sidewalk funding in the amount \$100,000 associated with the W. Third Street project is included.
- Street capital reserve fund in the amount \$775,000 for 2021-22 Street projects. This coupled with Powell Bill of \$218,000 will accomplish \$993,000 of necessary street improvements.
- Replacement of the John Deere tractor / backhoe is recommended.
- Replacement of the Volvo Dump truck is recommended.

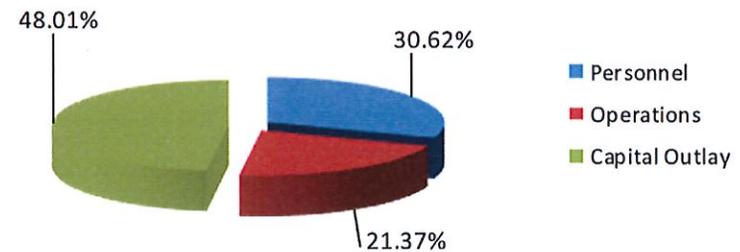
Expenditures by Function

	<i>Adopted</i> <u>FY20-21</u>	<i>Recommended</i> <u>FY21-22</u>	<i>Percent</i> <u>Change</u>
<i>Personnel</i>	\$ 524,284	\$ 624,268	19.07%
<i>Operations</i>	522,617	435,808	-16.61%
<i>Capital Outlay</i>	800,000	979,000	22.38%
Total	\$ 1,846,901	\$ 2,039,076	10.41%

Expenditure History



Recommended Budget Fiscal Year 2021-22

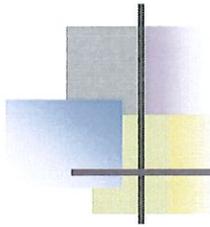


Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22

Division:	<i>Streets</i>		Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Plan Year
Org	Object	Object Description	Expenditures	Expenditures	Budget	Budget	Actuals	Request	Recommended	Budget
			2018 - 19	2019-20	2020 - 21	2020 - 21	2020 - 21	2021 - 22	2021 - 22	2022 - 23
PERSONNEL SERVICES										
5600	502000	Salaries	\$ 301,966	\$ 328,715	\$ 342,505	\$ 342,505	\$ 335,000	\$ 407,726	\$ 407,726	\$ 418,586
5600	505000	FICA Expense	21,854	23,783	26,202	26,202	25,628	31,191	31,191	32,022
5600	506000	Funding for Health Plan	84,422	93,685	103,688	103,688	103,688	118,688	118,688	124,526
5600	507000	Retirement Expense	23,678	29,756	34,764	34,764	34,003	46,277	46,277	47,510
5600	507750	401k Retirement Expense	15,099	16,436	17,125	17,125	16,750	20,386	20,386	20,929
		Subtotal	447,019	492,375	524,284	524,284	515,068	624,268	624,268	643,573
OPERATIONS										
5600	508000	Professional Service	-	-	2,000	2,000	-	2,000	2,000	2,000
5600	513000	Utilities	94,125	106,467	109,000	109,000	107,000	109,000	109,000	109,000
5600	514000	Travel & Training	93	-	1,500	1,500	-	1,500	1,500	1,500
5600	515070	M & R - Street Maintenance	101,307	50,256	90,000	123,480	98,000	90,000	90,000	90,000
5600	515080	M & R - Sidewalks	74,870	16,245	30,000	30,000	30,700	30,000	30,000	30,000
5600	515090	M & R - Multi Use Path	-	-	95,000	95,000	83,920	-	-	-
5600	516000	Outside Maintenance & Repair	1,245	14,800	8,000	8,000	8,000	8,000	8,000	8,000
5600	517000	Fleet Maintenance	14,515	8,732	15,000	15,000	9,000	15,000	15,000	15,000
5600	518000	Communications	1,909	2,021	2,300	2,300	2,000	2,700	2,700	2,700
5600	520000	Printing	-	-	200	200	-	200	200	200
5600	521000	Equipment Rental	3,836	-	1,500	1,725	1,800	1,500	1,500	1,500
5600	522000	Copier lease	430	369	600	600	450	600	600	600
5600	531000	Vehicle Fuel	14,311	11,110	8,900	8,900	10,000	15,708	15,708	16,493
5600	533000	Supplies & Materials	13,360	13,170	14,500	15,044	14,500	16,500	16,500	16,500
5600	536000	Uniforms	2,547	2,579	4,100	4,100	2,800	6,400	6,400	6,400
5600	545000	Contracted Services	7,350	9,800	13,250	13,250	12,250	14,000	14,000	14,000
5600	553000	Dues & Subscriptions	-	-	100	100	155	100	100	100
5600	555000	Workers' Compensation	7,903	13,433	11,581	11,581	11,200	13,942	13,942	14,319
5600	570000	Lease Payments	154,585	155,484	115,086	115,086	114,526	108,658	108,658	144,145
		Subtotal	492,386	404,466	522,617	556,866	506,301	435,808	435,808	472,457

Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22

Division: <i>Streets</i>			Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Plan Year
Org	Object	Object Description	Expenditures	Expenditures	Budget	Budget	Actuals	Request	Recommended	Budget
			2018 - 19	2019-20	2020 - 21	2020 - 21	2020 - 21	2021 - 22	2021 - 22	2022 - 23
<i>CAPITAL OUTLAY</i>										
5600	574000	C/O Machinery & Equipment	\$ 115,514	\$ 22,735	\$ -	\$ 65,225	\$ 65,225	\$ -	\$ -	\$ -
5600	575000	C/O Vehicles	58,025	-	-	-	-	4,000	4,000	5,250
5600	577010	C/O Street Construction Capital Reserve	1,189,386	749,248	700,000	1,350,485	1,305,056	775,000	775,000	663,000
5600	577015	C/O Sidewalk construction	-	-	-	-	-	100,000	100,000	-
5600	577030	C/O Sidewalk Reserve	439,300	3,700	100,000	165,641	162,265	100,000	100,000	100,000
		<i>Subtotal</i>	<i>1,802,225</i>	<i>775,683</i>	<i>800,000</i>	<i>1,581,351</i>	<i>1,532,546</i>	<i>979,000</i>	<i>979,000</i>	<i>768,250</i>
		TOTAL	\$ 2,741,630	\$ 1,672,524	\$ 1,846,901	\$ 2,662,501	\$ 2,553,915	\$ 2,039,076	\$ 2,039,076	\$ 1,884,280



Streets Division Capital Outlay

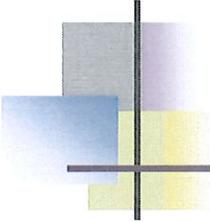
Streets Division

Description of Capital Items	Department Requested 2021 - 2022	Manager's Recommended 2021 - 2022	Financial Plan 2022 - 2023
<i>Capital Reserves</i>			
1. Street construction capital reserve - W Third St project	\$ 775,000	\$ 775,000	\$ -
2. Street construction capital reserve - Wrightsville blvd project	-	-	663,000
3. Sidewalk Construction - per BOC - W Third St	100,000	100,000	-
4. Sidewalk Reserve per CIP	100,000	100,000	100,000
Total Capital Reserves	\$ 975,000	\$ 975,000	\$ 763,000
<i>New Lease Payments</i>			
1. Replace John Deere Tractor Backhoe at \$145,000	\$ 19,730	\$ 19,730	\$ -
2. Replace 2007 Volvo Dump Truck at \$175,000	23,812	23,812	-
3. Replace ford F150 Pickup truck at \$30,000	-	-	4,082
4. Replace 2014 Ford F450 Pickup Truck at \$75,000	-	-	10,205
5. Replace John Deere Compact Utility Tractor at \$70,000	-	-	9,525
Total New Lease Payments	\$ 43,542	\$ 43,542	\$ 23,812
<i>Vehicle</i>			
1. Excise tax on new vehicle	\$ 4,000	\$ 4,000	\$ 5,250
Total Vehicle	\$ 4,000	\$ 4,000	\$ 5,250

**Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22**

Division: *Powell Bill*

Org	Object	Object Description	Actual Expenditures 2018 - 19	Actual Expenditures 2019-20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Plan Year Budget 2022 - 23
<i>OPERATIONS</i>										
5700	508000	Professional Services	\$ 668	\$ 848	\$ 2,000	\$ 2,000	\$ 800	\$ 2,000	\$ 2,000	\$ 2,000
5700	533000	Supplies & Materials	18,520	11,308	20,000	20,000	14,618	20,000	20,000	20,000
		<i>Subtotal</i>	<i>19,188</i>	<i>12,156</i>	<i>22,000</i>	<i>22,000</i>	<i>15,418</i>	<i>22,000</i>	<i>22,000</i>	<i>22,000</i>
<i>CAPITAL OUTLAY</i>										
5700	577000	C/O Street Construction Powell Bill	218,000	217,694	218,000	218,000	218,000	218,000	218,000	218,000
		<i>Subtotal</i>	<i>218,000</i>	<i>217,694</i>	<i>218,000</i>	<i>218,000</i>	<i>218,000</i>	<i>218,000</i>	<i>218,000</i>	<i>218,000</i>
		TOTAL	\$ 237,188	\$ 229,850	\$ 240,000	\$ 240,000	\$ 233,418	\$ 240,000	\$ 240,000	\$ 240,000



Solid Waste Division Goals & Objectives

Goals

To meet the refuse collection and disposal needs of the Town of Kill Devil Hills through the efficient collection and disposal of residential and commercial solid waste including recyclables and bulk waste collections through cost effective, fiscally responsible and environmentally conscientious means.

Objectives

- Continue to search for and use operationally and fiscally efficient methods of waste reduction and solid waste collections and disposal.
- Enhance the Town's recycling program through continued improvements to the facilities at the Recycle Center and additional public education.
- Continue making improvements to the Dry Trash Drop-off Area facilities and procedures in order to help increase the efficiency of this operation and to fully utilize the available facilities.
- Increase the effectiveness of the solid waste collection vehicle fleet through the continued development and management of preventive maintenance and vehicle upgrade.

Solid Waste Division Statistical Data

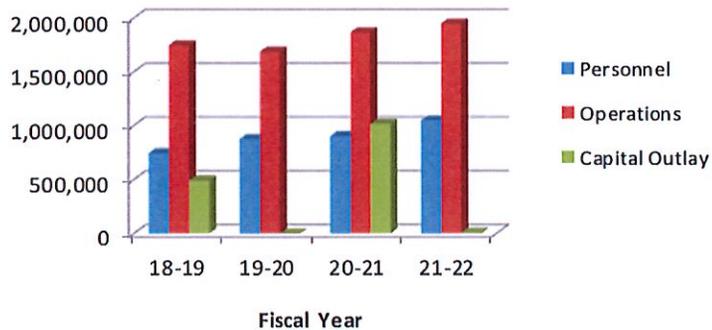
Highlights

- Tipping fees include an estimated 11,675 tons of garbage at \$75.94 per ton and an estimated 1,100 tons of Construction and Demolition at \$65.00 per ton.
- Contracted service for tub grinding is included.
- Includes replacement of two residential and one commercial garbage truck.

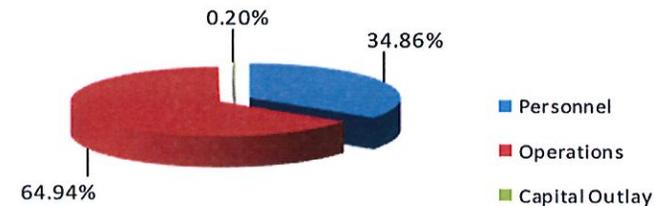
Expenditures by Function

	<i>Adopted FY20-21</i>	<i>Recommended FY21-22</i>	<i>Percent Change</i>
Personnel	\$ 969,256	\$ 1,047,521	8.07%
Operations	1,871,496	1,951,542	4.28%
Capital Outlay	12,360	6,000	-51.46%
Total	\$ 2,853,112	\$ 3,005,063	5.33%

Expenditure History

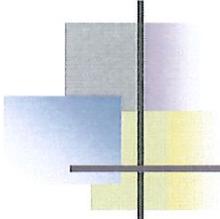


Recommended Budget Fiscal Year 2021-22



**Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22**

Division:	<i>Solid Waste</i>		Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Plan Year
Org	Object	Object Description	Expenditures	Expenditures	Budget	Budget	Actuals	Request	Recommended	Budget
			2018 - 19	2019-20	2020 - 21	2020 - 21	2020 - 21	2021 - 22	2021 - 22	2022 - 23
PERSONNEL SERVICES										
5800	502000	Salaries	507,484	\$ 587,371	\$ 639,330	\$ 639,330	\$ 600,000	\$ 677,651	\$ 677,651	\$ 683,691
5800	505000	FICA Expense	36,883	42,770	48,909	48,909	45,900	51,840	51,840	52,302
5800	506000	Funding for Health Plan	137,819	167,005	184,159	184,159	167,004	207,234	207,234	217,459
5800	507000	Retirement Expense	39,819	52,003	64,892	64,892	60,900	76,913	76,913	77,599
5800	507750	401k Retirement Expense	25,374	28,656	31,966	31,966	30,000	33,883	33,883	34,185
		Subtotal	747,379	877,805	969,256	969,256	903,804	1,047,521	1,047,521	1,065,236
OPERATIONS										
5800	508000	Professional Services	-	-	480	480	-	480	480	480
5800	514000	Travel & Training	-	-	400	400	-	400	400	400
5800	515998	Insurance Claims	-	2,000	-	-	-	-	-	-
5800	516000	Outside Maintenance & Repair	33,701	18,217	40,000	40,000	32,000	40,000	40,000	40,000
5800	517000	Fleet Maintenance	81,745	83,860	85,000	85,000	85,000	85,000	85,000	85,000
5800	518000	Communications	2,894	3,652	3,200	3,200	3,200	4,100	4,100	4,100
5800	520000	Printing	533	1,236	600	600	551	800	800	600
5800	522000	Copier Lease	431	369	600	600	450	600	600	600
5800	531000	Vehicle Fuel	74,419	57,321	46,125	46,125	48,000	83,732	83,732	87,919
5800	533000	Supplies & Materials	8,702	11,845	12,500	13,130	13,000	12,500	12,500	12,500
5800	533012	Supplies & Materials - Rolloff G	18,856	13,604	21,000	21,000	18,000	21,000	21,000	21,000
5800	536000	Uniforms	4,532	5,481	7,600	7,600	7,600	10,000	10,000	10,000
5800	545000	Contracted Services	142,086	14,500	35,000	35,000	32,500	42,000	42,000	53,500
5800	545100	Tipping Fees	777,386	804,202	930,000	930,000	930,000	958,000	958,000	958,000
5800	548010	Purchases - Dumpsters	16,567	46,299	50,190	47,485	47,493	50,190	50,190	50,190
5800	548030	Purchases - Rollout Carts	16,545	11,503	15,000	35,125	32,125	25,000	25,000	25,000
5800	550000	Household Hazardous Waste	2,941	3,157	2,750	2,750	2,400	2,750	2,750	2,750
5800	553000	Dues & Subscriptions	75	75	400	400	230	400	400	400
5800	555000	Workers' Compensation	15,205	21,537	22,722	22,722	22,000	24,073	24,073	24,281
5800	570000	Lease Payments	552,023	590,878	597,929	597,930	594,722	590,517	590,517	611,336
		Subtotal	1,748,641	1,689,736	1,871,496	1,889,547	1,869,271	1,951,542	1,951,542	1,988,056
CAPITAL OUTLAY										
5800	574000	C/O Machinery & Equipment	-	-	10,000	10,000	7,192	-	-	-
5800	575000	C/O Vehicles	493,592	-	2,360	1,009,725	1,009,725	6,000	6,000	2,000
		Subtotal	493,592	-	12,360	1,019,725	1,016,917	6,000	6,000	2,000
TOTAL			\$ 2,989,612	\$ 2,567,541	\$ 2,853,112	\$ 3,878,528	\$ 3,789,992	\$ 3,005,063	\$ 3,005,063	\$ 3,055,292



Solid Waste Division Capital Outlay

Solid Waste Division

Description of Capital Items	Department Requested 2021 - 2022	Manager's Recommended 2021 - 2022	Financial Plan 2022 - 2023
<i>New Lease Payments</i>			
1. Replace Autocar Residential garbage truck #455 at \$290,000	\$ 39,459	\$ 39,459	\$ -
2. Replace Autocar Residential garbage truck #456 at \$290,000	39,459	39,459	-
3. Replace Volvo Commercial garbage truck #454 at \$290,000	39,459	39,459	-
4. Grapple attachment for roll off at \$97,000	-	-	13,198
5. Replace Volvo Commercial garbage truck #434 at \$290,000	-	-	39,459
Total Lease Payments	\$ 118,377	\$ 118,377	\$ 52,657
 <i>Vehicle</i>			
1. Excise tax on vehicles	\$ 6,000	\$ 6,000	\$ 2,000
Total Vehicle	\$ 6,000	\$ 6,000	\$ 2,000

Town of Kill Devil Hills
Capital Reserve Fund - Recommended
For the Fiscal Year 2021-22

Object Description	Actual 2018 - 19	Actual 2019 - 20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021- 22	Manager's Recommended 2021- 22	Financial Plan 2022- 23
<i>OTHER FINANCIAL SOURCES</i>								
Transfer from General Fund - Street CRF	\$ 1,242,622	\$ 818,186	\$ 700,000	\$ 834,114	\$ 834,114	\$ 775,000	\$ 775,000	\$ 663,000
Transfer from General Fund - Sidewalk CRF	108,100	3,700	100,000	165,641	162,264	100,000	100,000	100,000
Transfer from General Fund - Shoreline Access CRF	-	-	-	-	-	30,000	30,000	30,000
Transfer From General Fund - Recreation CRF	-	-	-	-	-	-	-	-
Transfer From General Fund - Beach Nourishment CRF	-	-	-	-	-	-	-	-
<i>TOTAL OTHER FINANCIAL SOURCES</i>	<i>1,350,722</i>	<i>821,886</i>	<i>800,000</i>	<i>999,755</i>	<i>996,378</i>	<i>905,000</i>	<i>905,000</i>	<i>793,000</i>
 <i>OTHER FINANCIAL USES</i>								
Reserved for future projects - Streets	1,242,622	818,186	700,000	834,114	834,114	775,000	775,000	663,000
Reserved for future projects - Sidewalks	108,100	3,700	100,000	165,641	162,264	100,000	100,000	100,000
Reserved for future projects - Shoreline Access	-	-	-	-	-	30,000	30,000	30,000
Reserved for future projects - Recreation	-	-	-	-	-	-	-	-
Reserved for future projects - Beach Nourishment	-	-	-	-	-	-	-	-
<i>TOTAL OTHER FINANCIAL USES</i>	<i>\$ 1,350,722</i>	<i>\$ 821,886</i>	<i>\$ 800,000</i>	<i>\$ 999,755</i>	<i>\$ 996,378</i>	<i>\$ 905,000</i>	<i>\$ 905,000</i>	<i>\$ 793,000</i>

Town of Kill Devil Hills
Water Fund Revenues and Expenditures Summary
For the Fiscal Year 2021-22

Org	Organization Description	Actual 2018 - 19	Actual 2019 - 20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Financial Plan 2022 - 23
	REVENUES:	\$ 4,894,286	\$ 4,603,261	\$ 4,036,741	\$ 5,337,690	\$ 4,656,620	\$ 4,400,244	\$ 4,400,244	\$ 4,511,644
	EXPENDITURES:								
7240	Water Administration Division	\$ 1,095,609	\$ 1,231,257	\$ 1,281,467	\$ 1,287,659	\$ 1,256,932	\$ 1,361,610	\$ 1,361,610	\$ 1,408,278
8100	Water Plant Division	2,631,930	2,988,441	1,966,943	2,777,971	2,619,203	1,774,473	1,774,473	1,767,959
8180	Water Systems Division	537,673	802,202	788,331	1,272,060	1,159,216	1,264,161	1,264,161	1,335,407
	TOTAL	\$ 4,265,212	\$ 5,021,900	\$ 4,036,741	\$ 5,337,690	\$ 5,035,351	\$ 4,400,244	\$ 4,400,244	\$ 4,511,644

Water Fund Revenues Statistical Data

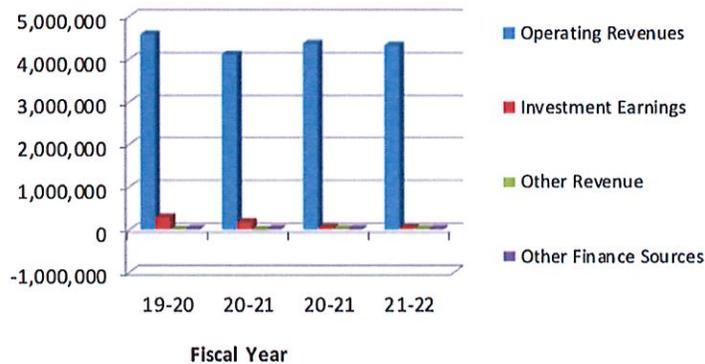
Highlights

- Water rates are increasing 4% to cover operating cost and waterline and system improvements that are associated with the Water System Master Plan.
- Water Tap Fees are adopted per the Water System Master Plan and are based on cost of materials and installation.
- Includes a \$18,750 repayment from the Wastewater Fund.

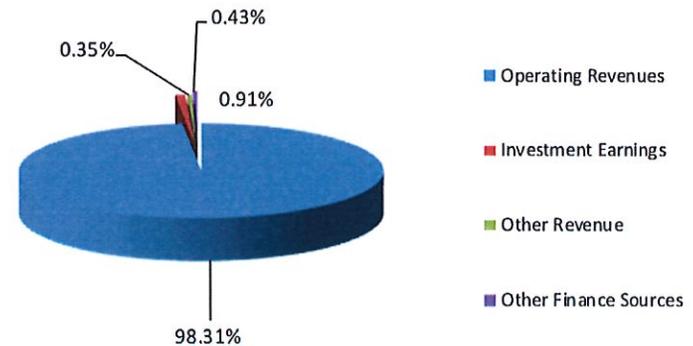
Revenue by Function

	<i>Adopted FY20-21</i>	<i>Recommended FY21-22</i>	<i>Percent Change</i>
Operating Revenues	\$ 3,927,491	\$ 4,325,994	10.15%
Investment Earnings	75,000	40,000	-46.67%
Other Revenue	15,500	15,500	0.00%
Other Finance Sources	18,750	18,750	0.00%
	\$ 4,036,741	\$ 4,400,244	9.00%

Revenue History



Recommended Revenues Fiscal Year 2021-22

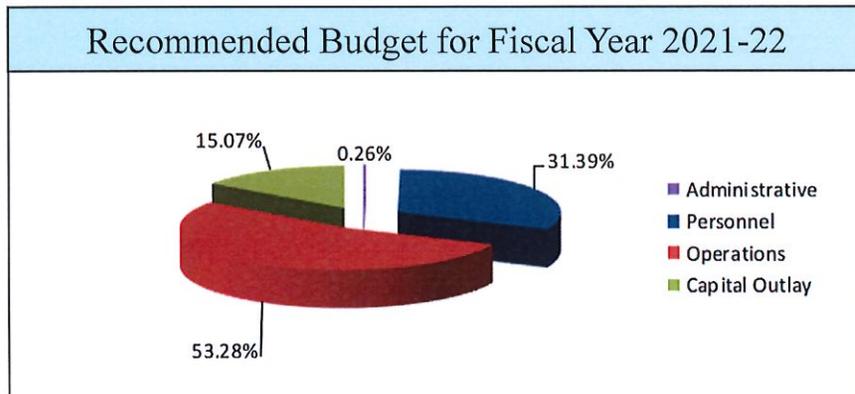
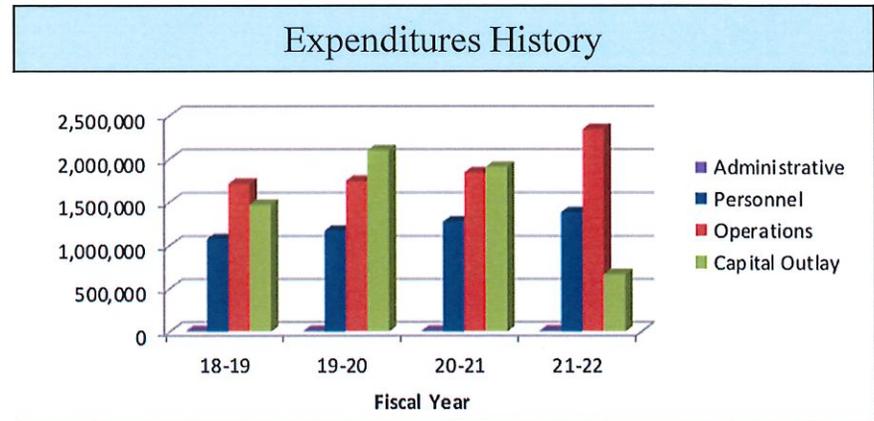


Town of Kill Devil Hills
Water Fund Revenues Recommended
For the Fiscal Year 2021-22

Object	Object Description	Actual Revenues 2018 - 19	Actual Revenues 2019-20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Plan Year Budget 2022 - 23
<i>OPERATING REVENUES</i>									
410000	Utility Charges	\$ 3,876,925	\$ 4,015,089	\$ 3,857,491	\$ 3,857,491	\$ 4,306,450	\$ 4,255,994	\$ 4,255,994	\$ 4,362,394
410010	Taps & Connections	88,645	69,599	50,000	50,000	50,000	50,000	50,000	50,000
410020	Utilities Penalties & Interest	35,633	29,200	20,000	20,000	8,000	20,000	20,000	20,000
410030	System Development Fees	579,100	-	-	-	-	-	-	-
	<i>Subtotal</i>	<i>4,580,303</i>	<i>4,113,888</i>	<i>3,927,491</i>	<i>3,927,491</i>	<i>4,364,450</i>	<i>4,325,994</i>	<i>4,325,994</i>	<i>4,432,394</i>
<i>RESTRICTED INTERGOVERNMENT</i>									
440115	DOT grant	-	299,560	-	-	201,051	-	-	-
440117	Dare County COVID	-	-	-	6,443	6,369	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>299,560</i>	<i>-</i>	<i>6,443</i>	<i>207,420</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>INVESTMENT EARNINGS</i>									
470000	Interest Income	292,691	181,007	75,000	75,000	50,000	40,000	40,000	45,000
	<i>Subtotal</i>	<i>292,691</i>	<i>181,007</i>	<i>75,000</i>	<i>75,000</i>	<i>50,000</i>	<i>40,000</i>	<i>40,000</i>	<i>45,000</i>
<i>OTHER REVENUE</i>									
480000	Miscellaneous Revenues	2,542	(9,944)	15,500	15,500	16,000	15,500	15,500	15,500
	<i>Subtotal</i>	<i>2,542</i>	<i>(9,944)</i>	<i>15,500</i>	<i>15,500</i>	<i>16,000</i>	<i>15,500</i>	<i>15,500</i>	<i>15,500</i>
<i>OTHER FINANCE SOURCES</i>									
499105	Fund Balance Approp-Encumbrances	-	-	-	1,294,506	-	-	-	-
499200	Retained Earnings - Appropriated	-	-	-	-	-	-	-	-
490025	Wastewater Debt Repayment	18,750	18,750	18,750	18,750	18,750	18,750	18,750	18,750
	<i>Subtotal</i>	<i>18,750</i>	<i>18,750</i>	<i>18,750</i>	<i>1,313,256</i>	<i>18,750</i>	<i>18,750</i>	<i>18,750</i>	<i>18,750</i>
	TOTAL	\$ 4,894,286	\$ 4,603,261	\$ 4,036,741	\$ 5,337,690	\$ 4,656,620	\$ 4,400,244	\$ 4,400,244	\$ 4,511,644

Water Fund Expenditures Summary by Type

Expenditures by Type				
	<i>Adopted</i>	<i>Recommended</i>	<i>Percent</i>	
	<u>FY20-21</u>	<u>FY21-22</u>	<u>Change</u>	
Administrative	\$ 11,500	\$ 11,500	0.00%	
Personnel	1,284,580	1,381,218	7.52%	
Operations	1,905,161	2,344,526	23.06%	
Capital Outlay	835,500	663,000	-20.65%	
Total	\$ 4,036,741	\$ 4,400,244	9.00%	

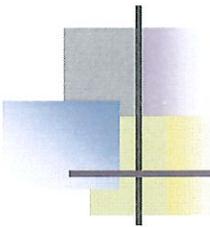


Town of Kill Devil Hills
Water Fund Expenditures by Account
For the Fiscal Year 2021-22

Object	Object Description	Actual Expenditures 2018 - 19	Actual Expenditures 2019 - 20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Financial Plan 2022 - 23
<i>ADMINISTRATIVE</i>									
504000	Legal Services	\$ 8,175	\$ 7,740	\$ 11,000	\$ 11,000	\$ 8,500	\$ 11,000	\$ 11,000	\$ 11,000
514002	Travel & Training-Attorney	-	-	500	500	-	500	500	500
	<i>Subtotal</i>	<i>8,175</i>	<i>7,740</i>	<i>11,500</i>	<i>11,500</i>	<i>8,500</i>	<i>11,500</i>	<i>11,500</i>	<i>11,500</i>
<i>PERSONNEL SERVICES</i>									
502000	Salaries	752,540	809,785	869,524	869,524	869,524	929,011	929,011	948,236
505000	FICA Expense	55,569	59,747	66,518	66,518	66,518	71,069	71,069	72,540
506000	Funding for Health Plan	173,783	189,020	216,805	216,805	204,413	229,245	229,245	240,547
507000	Retirement Expense	59,015	73,303	88,256	88,256	88,256	105,443	105,443	107,625
507750	401k Retirement Expense	34,533	37,263	43,477	43,477	43,476	46,450	46,450	47,412
	<i>Subtotal</i>	<i>1,075,440</i>	<i>1,169,118</i>	<i>1,284,580</i>	<i>1,284,580</i>	<i>1,272,188</i>	<i>1,381,218</i>	<i>1,381,218</i>	<i>1,416,360</i>
<i>OPERATIONS</i>									
508000	Professional Services	209	595	7,500	7,500	600	7,500	7,500	7,500
508100	Engineering Services	150	700	4,000	4,000	1,000	4,000	4,000	4,000
509000	Audit	5,145	5,145	8,470	8,470	8,470	8,470	8,470	8,470
511000	Postage	14,652	13,743	18,000	18,000	14,000	18,000	18,000	18,000
512000	Telephone	7,226	6,379	10,000	10,000	7,200	10,000	10,000	10,000
513000	Utilities	43,687	43,442	61,200	61,200	49,200	61,200	61,200	61,200
514000	Travel & Training	7,581	2,557	12,000	12,000	2,500	12,000	12,000	12,000
515000	M&R - Buildings & Grounds	19,191	64,643	29,500	29,500	27,000	45,500	45,500	29,500
515030	M&R - Plants	14,337	53,485	16,000	20,110	20,110	28,700	28,700	28,700
515040	M&R - Systems	109,434	82,811	96,000	96,000	85,000	105,600	105,600	105,600
515050	M&R - Hydrants	4,590	5,486	8,100	8,100	6,000	8,100	8,100	8,100
515998	Insurance Claims	-	8,620	-	-	-	-	-	-
516000	Outside Maintenance & Repair	15,296	16,637	23,700	25,800	18,500	23,700	23,700	23,700
517000	Fleet Maintenance	3,669	4,190	6,500	6,500	7,300	6,500	6,500	6,500
518000	Communications	2,875	3,108	3,050	3,050	3,008	4,250	4,250	4,250
519000	Maintenance Contracts	3,589	28,458	33,770	33,770	33,485	34,800	34,800	35,700
520000	Printing	3,854	3,391	4,500	4,500	4,500	4,500	4,500	4,500
521000	Equipment Rental	750	-	1,500	1,500	-	1,500	1,500	1,500
522000	Copier Lease	1,967	1,637	2,485	2,485	2,335	2,485	2,485	2,485
525000	Tuition Reimbursement	-	-	1,500	1,500	-	1,500	1,500	1,500
526000	Advertising	747	362	1,000	1,000	500	1,000	1,000	1,000
531000	Vehicle Fuel	11,686	8,956	8,000	8,000	9,700	14,595	14,595	15,325
533000	Supplies & Materials	20,589	17,966	16,500	16,978	15,400	16,500	16,500	16,500

Town of Kill Devil Hills
Water Fund Expenditures by Account
For the Fiscal Year 2021-22

Object	Object Description	Actual Expenditures 2018 - 19	Actual Expenditures 2019 - 20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Financial Plan 2022 - 23
534000	Chemicals	\$ 6,861	\$ 8,843	\$ 8,500	\$ 8,500	\$ 8,500	\$ 9,500	\$ 9,500	\$ 9,500
536000	Uniforms	4,350	5,393	9,425	9,425	8,800	11,500	11,500	11,500
545000	Contracted Services	9,944	8,164	18,620	24,585	20,500	18,620	18,620	18,620
545020	Contracted Services - Printing Water Bills	5,074	4,298	6,000	6,000	5,500	6,000	6,000	6,000
549000	Treated Water Costs	856,782	791,801	900,000	900,000	900,000	1,257,140	1,257,140	1,241,307
553000	Dues & Subscriptions	5,774	5,823	7,009	7,009	6,700	7,009	7,009	7,159
554000	General Insurance	60,638	60,638	60,638	60,638	60,638	66,399	66,399	66,399
554500	Retiree Health Insurance	62,540	58,214	62,426	62,426	62,426	58,394	58,394	58,394
555000	Workers' Compensation	12,216	14,164	14,278	14,278	13,735	15,225	15,225	15,536
557001	Miscellaneous - Special Events	671	671	700	700	700	700	700	700
557002	Miscellaneous - Health Efficiency	-	-	3,750	3,750	100	3,750	3,750	3,750
570050	Tank Mixer Loan Repayment	2,813	2,813	2,813	2,813	2,813	2,813	2,813	2,813
585000	Contribution to General Fund	393,138	413,290	437,727	437,727	437,727	467,076	467,076	467,076
	Subtotal	1,712,025	1,746,423	1,905,161	1,917,814	1,843,947	2,344,526	2,344,526	2,314,784
CAPITAL OUTLAY									
572001	C/O Plant	1,406,080	1,749,104	563,500	1,368,157	1,250,000	-	-	-
573000	C/O Other Improvements	50,319	285,284	225,000	706,339	618,232	643,000	643,000	709,000
574000	C/O Machinery & Equipment	13,173	33,787	17,000	19,300	19,288	-	-	-
575000	C/O Vehicles	-	30,444	30,000	30,000	23,196	-	-	60,000
576000	C/O Office Furniture & Equipment	-	-	-	-	-	20,000	20,000	-
	Subtotal	1,469,572	2,098,619	835,500	2,123,796	1,910,716	663,000	663,000	769,000
	TOTAL	\$ 4,265,212	\$ 5,021,900	\$ 4,036,741	\$ 5,337,690	\$ 5,035,351	\$ 4,400,244	\$ 4,400,244	\$ 4,511,644



Water Department Overview & Staffing

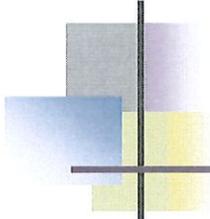
The Kill Devil Hills Water Department is divided into three divisions. The Water Administration Division is responsible for water billing and customer service and coordinates with other division personnel.

The Water Plant Division provides a safe water supply to customers. They are responsible for maintenance and repair of the water plant, collecting field samples and maintaining the water testing laboratory.

The Water Systems Division is responsible for the maintenance and repair of water lines and installation of water meters. They also oversee new water line installations.

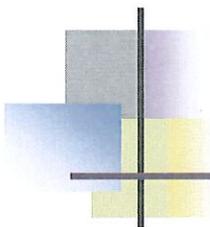
<i>Staffing</i>	Position	Grade	Existing Positions	Requested Positions	Adopted Positions
<i>Water Administration:</i>					
	Public Services Director	23	½	½	½
	Assistant Public Services Director	19	½	½	½
	Customer Services Supervisor	13	1	1	1
	Utility Billing Specialist	8	1	1	1
	Senior Utility Customer Service Representative	7	1	1	1
	Senior Utility Service Technician	6	1	1	1
	Utility Service Technician	5	<u>1</u>	<u>1</u>	<u>1</u>
	Total		6	6	6

Continued on next page



Water Department Overview & Staffing (continued)

Position	Grade	Existing Positions	Requested Positions	Adopted Positions
<i>Water Plant:</i>				
Water Plant Supervisor	14	1	1	1
Water Plant Operator	8	<u>3</u>	<u>3</u>	<u>3</u>
<i>Total</i>		4	4	4
<i>Water Systems:</i>				
Water Distribution Supervisor	12	1	1	1
Construction Inspector / Utility Locator	11	1/4	1/4	1/4
Senior Utility Maintenance Technician	8	1	1	1
Utility Maintenance Technician	7	<u>2</u>	<u>2</u>	<u>2</u>
<i>Total</i>		<i>4 1/4</i>	<i>4 1/4</i>	<i>4 1/4</i>



Water Administration Division Goals & Objectives

Goals

To provide the highest possible level of service at an economical cost to the customer with timely, accurate and customer friendly service through the use of skilled and motivated employees.

Objectives

- Dedication to continuing employee training to enhance the level of customer service.
- Continue commitment to utilizing advancements in meter technology.

Water Administration Division Statistical Data

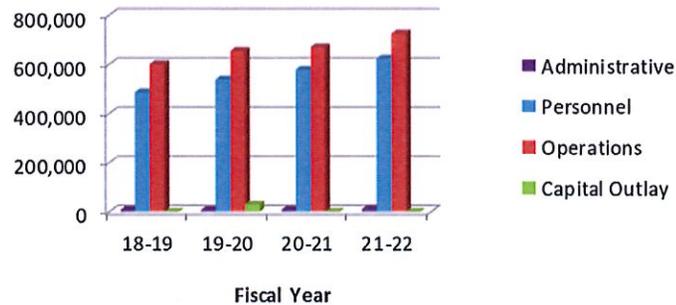
Highlights

- A 2.6% COLA is reflected departmentally.
- Health insurance renewal rates increased 5% for both active employees and retirees.
- Increase in general and liability insurance.
- Cost allocation to the general fund reflects a formula that includes cost of actual services provided.

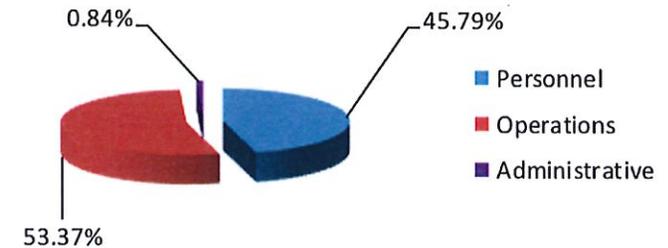
Expenditures by Function

	<i>Adopted FY20-21</i>	<i>Recommended FY21-22</i>	<i>Percent Change</i>
<i>Administrative</i>	\$ 11,500	\$ 11,500	0.00%
<i>Personnel</i>	578,933	623,460	7.69%
<i>Operations</i>	691,034	726,650	5.15%
Total	\$ 1,281,467	\$ 1,361,610	6.25%

Expenditure History



Recommended Budget Fiscal Year 2021-22

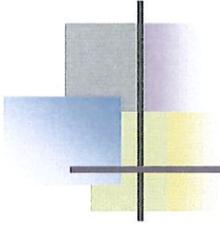


Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22

Division: <i>Water Services Administration</i>			Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Plan Year
Org	Object	Object Description	Expenditures	Expenditures	Budget	Budget	Actuals	Request	Recommended	Budget
			2018 - 19	2019 - 20	2020 - 21	2020 - 21	2020 - 21	2021 - 22	2021 - 22	2022 - 23
<i>ADMINISTRATIVE</i>										
7240	504000	Legal Services	\$ 8,175	\$ 7,740	\$ 11,000	\$ 11,000	\$ 8,500	\$ 11,000	\$ 11,000	\$ 11,000
7240	514002	Travel & Training - Attorney	-	-	500	500	-	500	500	500
		<i>Subtotal</i>	<i>8,175</i>	<i>7,740</i>	<i>11,500</i>	<i>11,500</i>	<i>8,500</i>	<i>11,500</i>	<i>11,500</i>	<i>11,500</i>
<i>PERSONNEL SERVICES</i>										
7240	502000	Salaries	341,669	373,711	395,111	395,111	395,111	421,806	421,806	430,853
7240	505000	FICA Expense	25,209	27,517	30,226	30,226	30,226	32,268	32,268	32,960
7240	506000	Funding for Health Plan	77,191	85,227	93,736	93,736	93,736	100,421	100,421	105,370
7240	507000	Retirement Expense	26,799	33,827	40,104	40,104	40,104	47,875	47,875	48,902
7240	507750	401k Retirement Expense	15,482	17,785	19,756	19,756	19,756	21,090	21,090	21,543
		<i>Subtotal</i>	<i>486,350</i>	<i>538,067</i>	<i>578,933</i>	<i>578,933</i>	<i>578,932</i>	<i>623,460</i>	<i>623,460</i>	<i>639,628</i>
<i>OPERATIONS</i>										
7240	508000	Professional Services	-	-	1,000	1,000	-	1,000	1,000	1,000
7240	508100	Engineering Services	150	700	4,000	4,000	1,000	4,000	4,000	4,000
7240	509000	Audit	5,145	5,145	8,470	8,470	8,470	8,470	8,470	8,470
7240	511000	Postage	14,652	13,743	18,000	18,000	14,000	18,000	18,000	18,000
7240	512000	Telephone	7,226	6,379	10,000	10,000	7,200	10,000	10,000	10,000
7240	513000	Utilities	3,871	3,275	6,000	6,000	4,000	6,000	6,000	6,000
7240	514000	Travel & Training	3,416	1,416	7,000	7,000	1,500	7,000	7,000	7,000
7240	515000	M&R - Buildings & Grounds	12,995	56,748	19,000	19,000	19,000	19,000	19,000	19,000
7240	516000	Outside Maintenance & Repair	102	328	1,000	1,000	500	1,000	1,000	1,000
7240	517000	Fleet Maintenance	882	1,997	1,000	1,000	1,000	1,000	1,000	1,000
7240	518000	Communications	833	882	1,000	1,000	882	2,200	2,200	2,200
7240	519000	Maintenance Contracts	-	-	2,100	2,100	1,815	2,100	2,100	2,100
7240	520000	Printing	3,854	3,391	4,500	4,500	4,500	4,500	4,500	4,500
7240	522000	Copier Lease	1,522	1,289	1,800	1,800	1,800	1,800	1,800	1,800
7240	525000	Tuition Reimbursement	-	-	1,500	1,500	-	1,500	1,500	1,500
7240	526000	Advertising	747	362	1,000	1,000	500	1,000	1,000	1,000
7240	531000	Vehicle Fuel	4,089	3,520	2,900	2,900	3,200	5,083	5,083	5,337
7240	533000	Supplies & Materials	4,003	3,768	4,500	4,727	4,700	4,500	4,500	4,500
7240	536000	Uniforms	1,061	1,147	2,600	2,600	2,200	3,500	3,500	3,500
7240	545000	Contracted Services	4,916	3,559	11,120	17,085	15,000	11,120	11,120	11,120

Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22

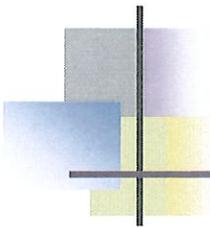
Division: <i>Water Services Administration</i>			Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Plan Year
Org	Object	Object Description	Expenditures	Expenditures	Budget	Budget	Actuals	Request	Recommended	Budget
			2018 - 19	2019 - 20	2020 - 21	2020 - 21	2020 - 21	2021 - 22	2021 - 22	2022 - 23
7240	545800	Contracted Services - Printing Water Bills	\$ 5,074	\$ 4,298	\$ 6,000	\$ 6,000	\$ 5,500	\$ 6,000	\$ 6,000	\$ 6,000
7240	553000	Dues & Subscriptions	3,339	3,418	4,225	4,225	4,225	4,225	4,225	4,375
7240	554000	General Insurance	60,638	60,638	60,638	60,638	60,638	66,399	66,399	66,399
7240	554500	Retiree Health Insurance	62,540	58,214	62,426	62,426	62,426	58,394	58,394	58,394
7240	555000	Workers' Compensation	3,407	4,015	4,265	4,265	4,104	4,520	4,520	4,616
7240	557001	Miscellaneous - Special Events	671	671	700	700	700	700	700	700
7240	557002	Miscellaneous - Health Efficiency	-	-	3,750	3,750	100	3,750	3,750	3,750
7240	570050	Tank Mixer Loan Repayment	2,813	2,813	2,813	2,813	2,813	2,813	2,813	2,813
7240	585000	General Fund Admin Cost Allocation	393,138	413,290	437,727	437,727	437,727	467,076	467,076	467,076
Subtotal			601,084	655,006	691,034	697,226	669,500	726,650	726,650	727,150
 CAPITAL OUTLAY										
7240	575000	C/O Vehicles	-	30,444	-	-	-	-	-	30,000
Subtotal			-	30,444	-	-	-	-	-	30,000
TOTAL			\$ 1,095,609	\$ 1,231,257	\$ 1,281,467	\$ 1,287,659	\$ 1,256,932	\$ 1,361,610	\$ 1,361,610	\$ 1,408,278



Water Administration Capital Outlay

Water Administration

Description of Capital Items	Department	Manager's	Financial
	Requested	Recommended	Plan
	2021 - 2022	2021 - 2022	2022 - 2023
1. Replace 2014 Dodge RAM 2500	\$ -	\$ -	\$ 30,000
<i>Total Vehicle</i>	\$ -	\$ -	\$ 30,000



Water Plant Division Goals & Objectives

Goals

Committed to improving and maintaining public health protection and performance of our drinking water utility assets, while minimizing the long-term costs of operating those assets. We strive to make the most cost-effective renewal and replacement investments and provide the highest quality drinking water services available.

Objectives

- Provide services that meet or exceed customer expectations.
- Comply with applicable state and federal drinking water standards, working with regulatory agencies and inspectors.
- Deliver preventative and emergency maintenance for WPD assets, including property, structures and equipment to ensure sufficient quality and quantities of drinking water are available.
- Provide professional development and safety training to WPD staff.
- Deliver responsive and reliable customer services duties over and above regular business hours, including weekends and holidays.

Water Plant Division Statistical Data

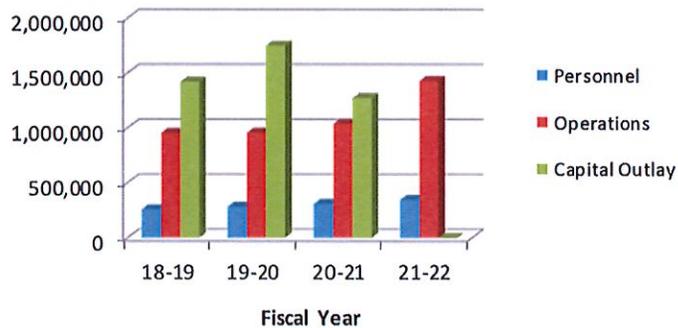
Highlights

- The wholesale water rate is \$2.152 per 1,000 gallons.
- 8th Street tank wash and tank maintenance contract is included.

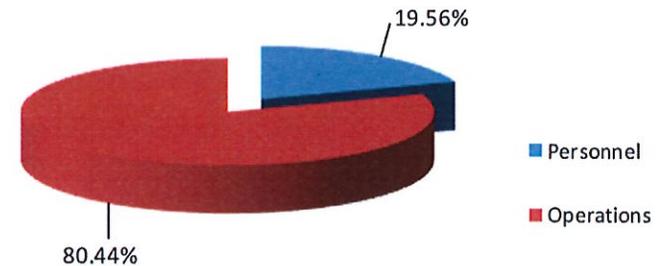
Expenditures by Function

	<i>Adopted</i>	<i>Recommended</i>	<i>Percent</i>
	<i><u>FY20-21</u></i>	<i><u>FY21-22</u></i>	<i><u>Change</u></i>
<i>Personnel</i>	\$ 320,117	\$ 347,135	8.44%
<i>Operations</i>	1,053,326	1,427,338	35.51%
<i>Capital Outlay</i>	593,500	-	-100.00%
<i>Total</i>	\$ 1,966,943	\$ 1,774,473	-9.79%

Expenditure History

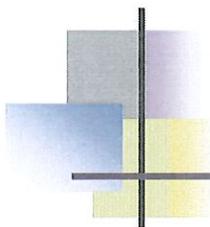


Recommended Budget Fiscal Year 2021-22



**Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22**

Division: <i>Water Plant</i>			Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Plan Year
Org	Object	Object Description	Expenditures	Expenditures	Budget	Budget	Actuals	Request	Recommended	Budget
			2018 - 19	2019-20	2020 - 21	2020 - 21	2020 - 21	2021 - 22	2021 - 22	2022 - 23
PERSONNEL SERVICES										
8100	502000	Salaries	\$ 190,672	\$ 205,788	\$ 223,718	\$ 223,718	\$ 223,718	\$ 241,645	\$ 241,645	\$ 246,362
8100	505000	FICA Expense	14,360	15,503	17,114	17,114	17,114	18,486	18,486	18,847
8100	506000	Funding for Health Plan	28,485	32,696	45,392	45,392	33,000	47,495	47,495	49,829
8100	507000	Retirement Expense	14,955	18,629	22,707	22,707	22,707	27,427	27,427	27,962
8100	507750	401k Retirement Expense	9,533	10,289	11,186	11,186	11,186	12,082	12,082	12,318
		Subtotal	258,005	282,905	320,117	320,117	307,726	347,135	347,135	355,318
OPERATIONS										
8100	508000	Professional Services	209	595	6,000	6,000	600	6,000	6,000	6,000
8100	513000	Utilities	39,816	40,167	55,200	55,200	45,200	55,200	55,200	55,200
8100	514000	Travel & Training	1,953	590	2,500	2,500	500	2,500	2,500	2,500
8100	515030	M&R - Plant	14,337	53,485	16,000	20,110	20,110	28,700	28,700	28,700
8100	515998	Insurance Claims	-	7,927	-	-	-	-	-	-
8100	516000	Outside Maintenance & Repair	3,546	5,792	6,000	8,100	8,000	6,000	6,000	6,000
8100	517000	Fleet Maintenance	700	462	1,500	1,500	1,200	1,500	1,500	1,500
8100	518000	Communications	498	576	500	500	576	500	500	500
8100	519000	Maintenance Contracts	3,589	28,458	31,670	31,670	31,670	32,700	32,700	33,600
8100	521000	Equipment Rental	750	-	1,000	1,000	-	1,000	1,000	1,000
8100	522000	Copier Lease	111	68	300	300	150	300	300	300
8100	531000	Vehicle Fuel	1,806	1,484	1,550	1,550	2,000	2,714	2,714	2,850
8100	533000	Supplies & Materials	12,040	3,847	7,000	7,161	6,200	7,000	7,000	7,000
8100	534000	Chemicals	6,861	8,843	8,500	8,500	8,500	9,500	9,500	9,500
8100	536000	Uniforms	1,613	2,134	3,400	3,400	3,200	4,000	4,000	4,000
8100	545000	Contracted Services	3,665	3,108	5,000	5,000	3,500	5,000	5,000	5,000
8100	549000	Treated Water Costs	856,782	791,801	900,000	900,000	900,000	1,257,140	1,257,140	1,241,307
8100	553000	Dues & Subscriptions	2,285	2,285	2,484	2,484	2,325	2,484	2,484	2,484
8100	555000	Workers' Compensation	4,111	4,810	4,722	4,722	4,550	5,100	5,100	5,200
		Subtotal	954,672	956,432	1,053,326	1,059,697	1,038,281	1,427,338	1,427,338	1,412,641
CAPITAL OUTLAY										
8100	572001	C/O Plant	1,406,080	1,749,104	563,500	1,368,157	1,250,000	-	-	-
8100	575000	C/O Vehicles	-	-	30,000	30,000	23,196	-	-	-
		Subtotal	1,419,253	1,749,104	593,500	1,398,157	1,273,196	-	-	-
TOTAL			\$ 2,631,930	\$ 2,988,441	\$ 1,966,943	\$ 2,777,971	\$ 2,619,203	\$ 1,774,473	\$ 1,774,473	\$ 1,767,959



Water Systems Division Goals & Objectives

Goals

To maintain and improve the potable water delivery infrastructure using state certified water distribution personnel to provide efficient and timely installation for new service and repairs to damaged water facilities. To ensure and protect water quality, flow and pressure for our customers.

Objectives

- Commitment to our customers' satisfaction and confidence by providing responsive service and system capacity in a timely, efficient manner.
- Continue work on our water valve location and maintenance program.
- Continue identifying utility conflicts in connection with the street improvement projects.
- Continue training of water systems personnel in distribution maintenance and customer service.

Water Systems Division Statistical Data

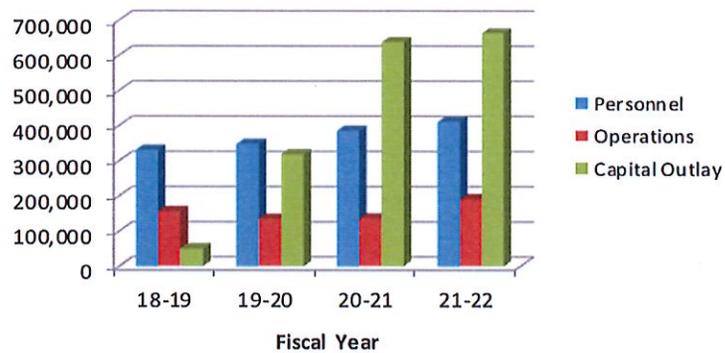
Highlights

- Includes waterline improvements associated with street projects of \$275,000.
- Includes \$368,000 for W. Third street/drainage projects.
- Includes \$20,000 for two trimble handhelds for meter reading.

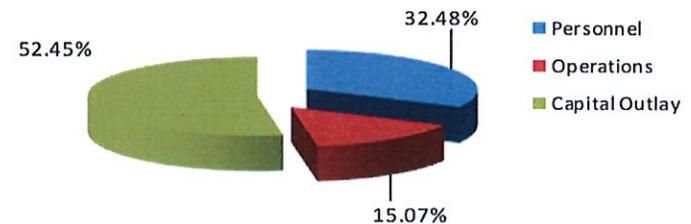
Expenditures by Function

	<i>Adopted FY20-21</i>	<i>Recommended FY21-22</i>	<i>Percent Change</i>
<i>Personnel</i>	\$ 385,530	\$ 410,623	6.51%
<i>Operations</i>	160,801	190,538	18.49%
<i>Capital Outlay</i>	242,000	663,000	173.97%
Total	\$ 788,331	\$ 1,264,161	60.36%

Expenditure History

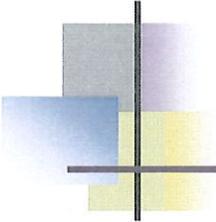


Recommended Budget Fiscal Year 2021-22



Town of Kill Devil Hills
Recommended Budget
For the Fiscal Year 2021-22

Division: <i>Water Systems</i>			Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Plan Year
Org	Object	Object Description	Expenditures	Expenditures	Budget	Budget	Actuals	Request	Recommended	Budget
			2018 - 19	2019-20	2020 - 21	2020 - 21	2020 - 21	2021 - 22	2021 - 22	2022 - 23
<i>PERSONNEL SERVICES</i>										
8180	502000	Salaries	\$ 220,199	\$ 230,286	\$ 250,695	\$ 250,695	\$ 250,695	\$ 265,560	\$ 265,560	271,021
8180	505000	FICA Expense	16,000	16,727	19,178	19,178	19,178	20,315	20,315	20,733
8180	506000	Funding for Health Plan	68,107	71,097	77,677	77,677	77,677	81,329	81,329	85,348
8180	507000	Retirement Expense	17,261	20,847	25,445	25,445	25,445	30,141	30,141	30,761
8180	507750	401k Retirement Expense	9,518	9,189	12,535	12,535	12,535	13,278	13,278	13,551
		<i>Subtotal</i>	<i>331,085</i>	<i>348,146</i>	<i>385,530</i>	<i>385,530</i>	<i>385,530</i>	<i>410,623</i>	<i>410,623</i>	<i>421,414</i>
<i>OPERATIONS</i>										
8180	508000	Professional Services	-	-	500	500	-	500	500	500
8180	514000	Travel & Training	2,212	551	2,500	2,500	500	2,500	2,500	2,500
8180	515000	M & R - Buildings & Grounds	6,196	7,895	10,500	10,500	8,000	26,500	26,500	10,500
8180	515040	M & R - Systems	109,434	82,811	96,000	96,000	85,000	105,600	105,600	105,600
8180	515050	M & R - Hydrants	4,590	5,486	8,100	8,100	6,000	8,100	8,100	8,100
8180	515998	Insurance Claims	-	693	-	-	-	-	-	-
8180	516000	Outside Maintenance & Repair	11,648	10,517	16,700	16,700	10,000	16,700	16,700	16,700
8180	517000	Fleet Maintenance	2,087	1,731	4,000	4,000	5,100	4,000	4,000	4,000
8180	518000	Communications	1,544	1,650	1,550	1,550	1,550	1,550	1,550	1,550
8180	521000	Equipment Rental	-	-	500	500	-	500	500	500
8180	522000	Copier Lease	334	280	385	385	385	385	385	385
8180	531000	Vehicle Fuel	5,791	3,952	3,550	3,550	4,500	6,798	6,798	7,138
8180	533000	Supplies & Materials	4,546	10,351	5,000	5,090	4,500	5,000	5,000	5,000
8180	536000	Uniforms	1,676	2,112	3,425	3,425	3,400	4,000	4,000	4,000
8180	545000	Contracted Services	1,363	1,497	2,500	2,500	2,000	2,500	2,500	2,500
8180	553000	Dues & Subscriptions	150	120	300	300	150	300	300	300
8180	555000	Worker's Compensation	4,698	5,339	5,291	5,291	5,081	5,605	5,605	5,720
		<i>Subtotal</i>	<i>156,269</i>	<i>134,985</i>	<i>160,801</i>	<i>160,891</i>	<i>136,166</i>	<i>190,538</i>	<i>190,538</i>	<i>174,993</i>
<i>CAPITAL OUTLAY</i>										
8180	573000	C/O Other Improvements	50,319	285,284	225,000	706,339	618,232	643,000	643,000	709,000
8180	574000	C/O Machinery & Equipment	-	33,787	17,000	19,300	19,288	-	-	-
8180	575000	C/O Vehicles	-	-	-	-	-	-	-	30,000
8180	576000	C/O Office furniture & Equipment	-	-	-	-	-	20,000	20,000	-
		<i>Subtotal</i>	<i>50,319</i>	<i>319,071</i>	<i>242,000</i>	<i>725,639</i>	<i>637,520</i>	<i>663,000</i>	<i>663,000</i>	<i>739,000</i>
TOTAL			\$ 537,673	\$ 802,202	\$ 788,331	\$ 1,272,060	\$ 1,159,216	\$ 1,264,161	\$ 1,264,161	\$ 1,335,407



Water Systems Division Capital Outlay

Water Systems

Description of Capital Items	Department Requested 2021 - 2022	Manager's Recommended 2021 - 2022	Financial Plan 2022 - 2023
<i>Other Improvements</i>			
1. Water Main adjustments associated with Street and Drainage projects	\$ 275,000	\$ 275,000	\$ 75,000
2. W Third Street Project	368,000	368,000	-
3. Wrightsville Blvd Project	-	-	634,000
Total Other Improvements	\$ 643,000	\$ 643,000	\$ 709,000
<i>Vehicle</i>			
1. Replace 2014 Ford F-250 Pickup truck	\$ -	\$ -	\$ 30,000
Total Vehicle	\$ -	\$ -	\$ 30,000
<i>Office Furniture & Equipment</i>			
1. 2 Trimble handhelds for meter reading	\$ 20,000	\$ 20,000	\$ -
Total Office Furniture & Equipment	\$ 20,000	\$ 20,000	\$ -

Town of Kill Devil Hills
Water Capital Reserve Fund - Recommended
For the Fiscal Year 2021-22

Object Description	Actual 2018 - 19	Actual 2019 - 20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Financial Plan 2022 - 23
<i>REVENUES:</i>								
Water System Development Fees	\$ -	\$ 277,700	\$ 324,000	\$ 324,000	\$ 313,800	\$ 324,000	\$ 324,000	\$ 324,000
TOTAL REVENUES	-	277,700	324,000	324,000	313,800	324,000	324,000	324,000
<i>EXPENDITURES</i>								
Water System Development - Expansion and Replacement	-	277,700	\$ 324,000	324,000	313,800	324,000	324,000	324,000
TOTAL EXPENDITURES	\$ -	\$ 277,700	\$ 324,000	\$ 324,000	\$ 313,800	\$ 324,000	\$ 324,000	\$ 324,000

**Town of Kill Devil Hills
Wastewater Fund Revenues and Expenditures Summary
For the Fiscal Year 2021-22**

Org	Organization Description	Actual Revenues 2018 - 19	Actual Revenues 2019 - 20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Financial Plan 2022 - 23
	REVENUES:	\$ 239,918	\$ 203,086	\$ 221,615	\$ 221,615	\$ 206,000	\$ 230,470	\$ 230,470	\$ 231,815
	EXPENDITURES:								
8220	Wastewater Department	\$ 178,322	\$ 174,845	\$ 221,615	\$ 221,615	\$ 197,365	\$ 230,470	\$ 230,470	\$ 231,815
	TOTAL	\$ 178,322	\$ 174,845	\$ 221,615	\$ 221,615	\$ 197,365	\$ 230,470	\$ 230,470	\$ 231,815

Wastewater Fund Revenues Statistical Data

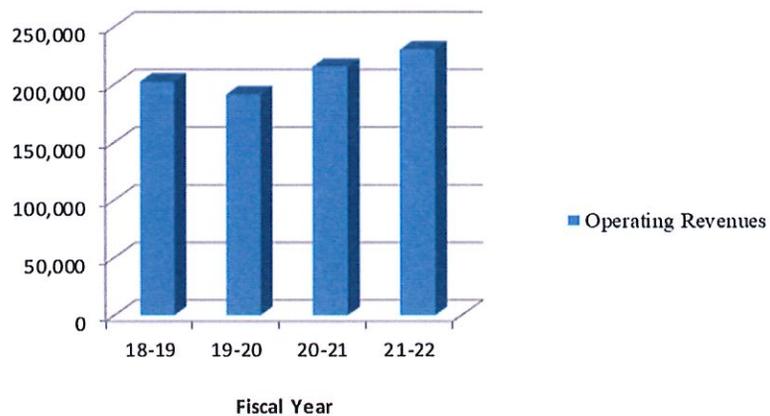
Highlights

- Maintains current rate structure of base charge as outlined in the Wastewater Fund Capital Improvement Plan.

Revenue by Function

	<i>Adopted FY20-21</i>	<i>Recommended FY21-22</i>	<i>Percent Change</i>
Operating Revenues	\$ 221,615	\$ 230,470	4.00%

Revenue History

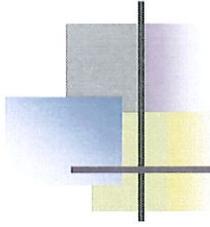


Recommended Revenues Fiscal Year 2021-22



Town of Kill Devil Hills
Wastewater Fund Revenues - Recommended
For the Fiscal Year 2021-22

Object	Object Description	Actual Revenues 2018 - 19	Actual Revenues 2019-20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021 - 22	Manager's Recommended 2021 - 22	Plan Year Budget 2022 - 23
<i>OPERATING REVENUES</i>									
410010	Taps & Connections	\$ 2,320	\$ -	\$ 6,570	\$ 6,570	\$ 4,500	\$ 6,570	\$ 6,570	\$ 6,570
410020	Penalties & Interest	2,063	1,623	2,500	2,500	400	2,500	2,500	2,500
410030	System Development Fees	7,386	-	-	-	-	-	-	-
411000	Charge for Wastewater	190,718	189,738	212,545	212,545	210,545	221,400	221,400	222,745
440034	Grant - NC Clean Water Fund	-	-	-	-	-	-	-	-
440035	Grant - NC High Unit Cost	-	-	-	-	-	-	-	-
	<i>Subtotal</i>	<i>202,487</i>	<i>191,361</i>	<i>221,615</i>	<i>221,615</i>	<i>215,445</i>	<i>230,470</i>	<i>230,470</i>	<i>231,815</i>
<i>INVESTMENT EARNINGS</i>									
470000	Interest Income	287	1,111	-	-	-	-	-	-
	<i>Subtotal</i>	<i>287</i>	<i>1,111</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>OTHER FINANCE SOURCES</i>									
480030	Over/Short Write-Off	312	(6)	-	-	-	-	-	-
499105	Fund Balance Approp-Encumbrances	-	-	-	-	-	-	-	-
	<i>Subtotal</i>	<i>312</i>	<i>(6)</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
	TOTAL	\$ 203,086	\$ 192,465	\$ 221,615	\$ 221,615	\$ 215,445	\$ 230,470	\$ 230,470	\$ 231,815



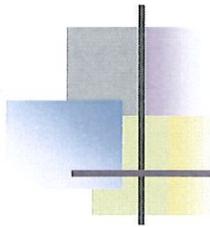
Wastewater Department Overview & Staffing

The Wastewater Department is responsible for the proper maintenance and repair of the collection lines in the Southern Sanitary District, monitoring the allocated wastewater capacity, and overseeing the contract with Atlantic OBX, and KDHWTP, LLC to insure compliance with all state and federal requirements.

Staffing

The operation and maintenance of the collection system was contracted out to Atlantic OBX, as of January 1, 2021.

The disposal of effluent from the Southern Sanitary District was contracted out to KDHWTP, LLC as of October 1, 2005.



Wastewater Department Goals & Objectives

Goals

To manage and track the allocated wastewater to ensure capacity for the customers in the Southern Sanitary District.

Objectives

- Continue to refine and periodically update procedures to ensure efficient and timely installation of new sewer connections ensuring compliance to all regulations.
- Ensure proper maintenance and repair of the distribution lines.
- Minimize infiltration of groundwater intrusion.

Wastewater Department Statistical Data

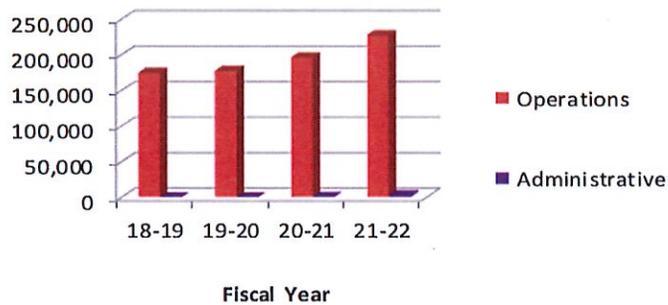
Highlights

- Operation and maintenance of the plant has been contracted.
- Includes an \$18,750 repayment to the Water Fund.

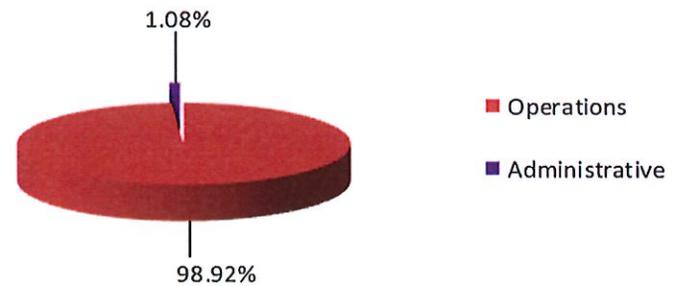
Expenditures by Function

	<i>Adopted</i>	<i>Recommended</i>	<i>Percent</i>
	<u><i>FY20-21</i></u>	<u><i>FY21-22</i></u>	<u><i>Change</i></u>
<i>Administrative</i>	\$ 2,500	\$ 2,500	0.00%
<i>Operations</i>	219,115	227,970	4.04%
<i>Total</i>	\$ 221,615	\$ 230,470	4.00%

Expenditure History



Recommended Budget Fiscal Year 2021-22



Town of Kill Devil Hills
Wastewater Fund Expenditures - Recommended
For the Fiscal Year 2021-22

Department: <i>Wastewater</i>			Actual	Actual	Original	Revised	Estimated	Departmental	Manager's	Financial
Org	Object	Object Description	Expenditures	Expenditures	Budget	Budget	Actuals	Request	Recommended	Plan
			2018 - 19	2019 - 20	2020 - 21	2020 - 21	2020 - 21	2021 - 22	2021 - 22	2022 - 23
<i>ADMINISTRATION</i>										
8220	504000	Legal Services	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 535	\$ 2,500	\$ 2,500	\$ 2,500
		<i>Subtotal</i>	-	-	<i>2,500</i>	<i>2,500</i>	<i>535</i>	<i>2,500</i>	<i>2,500</i>	<i>2,500</i>
<i>OPERATIONS</i>										
8220	508100	Engineering Services	-	-	1,000	1,000	-	1,000	1,000	1,000
8220	509000	Audit	515	515	850	850	850	850	850	850
8220	512000	Telephone	-	-	-	-	1,200	2,700	2,700	2,700
8220	513000	Utilities	-	-	-	-	1,500	3,200	3,200	3,200
8220	515998	Insurance Claims	-	-	-	-	-	-	-	-
8220	516000	Outside Maintenance & Repair	20,076	32,982	36,500	36,500	35,000	36,500	36,500	36,500
8220	526000	Advertising	-	-	200	200	-	200	200	200
8220	545000	Contracted Services	38,970	39,240	43,475	43,475	41,000	44,780	44,780	46,125
8220	545500	Contracted Services-Tap-on Service	1,700	850	5,550	5,550	1,000	7,200	7,200	7,200
8220	549100	Treated Wastewater Costs	94,834	85,164	112,790	112,790	97,000	112,790	112,790	112,790
8220	570025	Water Fund Debt Repayment	18,750	18,750	18,750	18,750	18,750	18,750	18,750	18,750
		<i>Subtotal</i>	<i>174,845</i>	<i>177,501</i>	<i>219,115</i>	<i>219,115</i>	<i>196,300</i>	<i>227,970</i>	<i>227,970</i>	<i>229,315</i>
TOTAL			\$ 174,845	\$ 177,501	\$ 221,615	\$ 221,615	\$ 196,835	\$ 230,470	\$ 230,470	\$ 231,815

Town of Kill Devil Hills
Wastewater Capital Reserve Fund - Recommended
For the Fiscal Year 2021-22

Object	Object Description	Actual 2018 - 19	Actual 2019 - 20	Original Budget 2020 - 21	Revised Budget 2020 - 21	Estimated Actuals 2020 - 21	Departmental Request 2021- 22	Manager's Recommended 2021- 22	Financial Plan 2022- 23
<i>REVENUES:</i>									
	Wastewater System Development Fees	\$ -	\$ -	\$ 18,750	\$ 18,750	\$ 14,772	\$ 18,750	\$ 18,750	\$ 18,750
	TOTAL REVENUES	-	-	18,750	18,750	14,772	18,750	18,750	18,750
 <i>EXPENDITURES:</i>									
	Wastewater System Development - Expansion and Replacement	-	-	18,750	18,750	14,772	18,750	18,750	18,750
	TOTAL EXPENDITURES	\$ -	\$ -	\$ 18,750	\$ 18,750	\$ 14,772	\$ 18,750	\$ 18,750	\$ 18,750

GENERAL FUND LEASE PURCHASE VEHICLE & EQUIPMENT REPLACEMENT SCHEDULE - FY 2021-22

Description	Replace Yr	Estimated Replace Cost	20-21	21-22	22-23	23-24	24-25	25-26
MIS:								
Storage/ servers/back up for body cameras	16/17	17,791	2,288	-	-	-	-	-
Internet based phone system	16/17	87,805	11,290	-	-	-	-	-
			13,578	-	-	-	-	-
Planning:								
Replace 2004 Ford F-250 Pickup	19/20	29,719	7,748	7,748	7,748	3,874	-	-
Replace 2007 Chevy Suburban	20/21	45,657	5,799	11,598	11,598	11,598	5,799	-
			13,547	19,346	19,346	15,472	5,799	-
Fleet Maintenance:								
2017 F250 PU 4x4	16/17	27,305	3,511	-	-	-	-	-
Replace 03 Shop Truck #220	19/20	43,209	11,264	11,264	11,264	5,632	-	-
			14,775	11,264	11,264	5,632	-	-
Buildings & Grounds								
Replacement PU truck for #222	18/19	42,507	11,134	11,134	5,567	-	-	-
Bobcat Excavator	19/20	35,040	9,135	9,135	9,135	4,567	-	-
Replacement PU truck for #219	19/20	36,578	9,536	9,536	9,536	4,768	-	-
			29,805	29,805	24,238	9,335	-	-
Police:								
(5) Vehicles	16/17	165,265	21,250	-	-	-	-	-
Body Cameras	16/17	27,590	3,548	-	-	-	-	-
(6) Vehicles	17/18	209,277	54,752	27,376	-	-	-	-
Police remote camera	17/18	21,500	5,625	2,812	-	-	-	-
(5) Vehicles	18/19	183,891	48,167	48,167	24,084	-	-	-
(5) Vehicles	19/20	197,510	51,490	51,490	51,490	25,745	-	-
Firearms replacement	19/20	15,452	4,028	4,028	4,028	2,014	-	-
(5) Vehicles	20/21	219,657	27,900	55,800	55,800	55,800	27,900	-
(5) Vehicles	21/22	214,000	-	29,118	58,236	58,236	58,236	29,118
(5) Vehicles	22/23	214,000	-	-	29,118	58,236	58,236	28,236
Utility Vehicle	22/23	18,000	-	-	2,449	4,898	4,898	4,898
(5) Vehicles	23/24	214,000	-	-	-	29,118	58,236	58,236
(5) Vehicles	24/25	225,000	-	-	-	-	30,615	61,230
(5) Vehicles	25/26	225,000	-	-	-	-	-	30,615
			216,760	218,791	225,205	234,047	238,121	212,333

GENERAL FUND LEASE PURCHASE VEHICLE & EQUIPMENT REPLACEMENT SCHEDULE - FY 2021-22

Description	Replace Yr	Estimated Replace Cost	20-21	21-22	22-23	23-24	24-25	25-26
Animal Control:								
F150 Pickup Truck	16/17	33,478	4,305	-	-	-	-	-
Pickup Truck #6102	17/18	34,564	9,043	4,521	-	-	-	-
			13,348	4,521	-	-	-	-
Fire:								
Station 14								
2014 Sutphen SPH 100 Tower - 10 yr term	13/14	1,048,175	115,647	115,647	115,647	57,824	-	-
2016 Sutphen Pumper - 7 year	15/16	511,617	77,591	77,591	38,796	-	-	-
SUV 2017 Expedition XL 4WD	16/17	44,047	5,664	-	-	-	-	-
2017 Dodge Pickup 2500 Crewcab	16/17	35,625	4,581	-	-	-	-	-
2017 Dodge Pickup 2500 Crewcab	16/17	38,148	4,905	-	-	-	-	-
Extrication Equipment	16/17	29,782	3,829	-	-	-	-	-
21 DLX Carolina Skiff	17/18	29,000	7,587	3,794	-	-	-	-
Replace Portable Radios pending grant award	21/22	250,000	-	34,017	68,033	68,033	68,033	34,017
Replace 2000 KME Pumper - 7 yr term	22/23	650,000	-	-	54,243	108,486	108,486	108,486
			219,804	231,049	276,719	234,343	176,519	142,503
Ocean Rescue:								
Replace Pickup	19/20	52,427	13,668	13,668	13,668	6,834	-	-
			13,668	13,668	13,668	6,834	-	-
Streets:								
John Deere Front End Loader	16/17	140,900	18,117	-	-	-	-	-
John Deere Tractor w/boom	16/17	126,601	16,278	-	-	-	-	-
Bobcat Excavator w/ trailer #336	16/17	63,134	8,118	-	-	-	-	-
Rep 04 New Hllnd TN60A Broom Tract #333	17/18	46,539	12,176	6,088	-	-	-	-
Rep 05 Ford F350 Pick up #335	17/18	40,806	10,676	5,338	-	-	-	-
Rep 03 Beuthling B200T 2.5 Ton Static Roller	17/18	28,710	7,511	3,756	-	-	-	-
Rep 07 New Hllnd Tractor w/mower #341	18/19	71,039	18,608	18,608	9,304	-	-	-
Rep 01 Dodge 1500 Pick-up #524	18/19	29,601	7,754	7,754	3,877	-	-	-
Re 04 Ford F-250 Pick up #531	18/19	26,734	7,003	7,003	3,501	-	-	-
John Deere Mid-Sized Skid Steer Loader	20/21	65,225	8,285	16,569	16,569	16,569	8,285	-
Replace John Deere Tractor Backhoe 347	21/22	145,000	-	19,730	39,459	39,459	39,459	19,730
Rep 07 Volvo Dump Truck #340	21/22	175,000	-	23,812	47,623	47,623	47,623	23,812
Rep Ford F150 Pickup 220	22/23	30,000	-	-	4,082	8,164	8,164	8,164
Replace 2014 Ford F-450 Pickup 345	22/23	75,000	-	-	10,205	20,410	20,410	20,410
Replace John Deere Compact Utility Tractor 346	22/23	70,000	-	-	9,525	19,049	19,049	19,049
Replace John Deere 524 Front end Loader 350	23/24	195,000	-	-	-	26,533	53,066	53,066
Replace 2017 John Deere Tractor w/Boom Mowe 35	23/24	170,000	-	-	-	23,131	46,262	46,262
Replace 2017 Bobcat E42 Excavator 352	23/24	70,000	-	-	-	9,525	19,049	19,049
Replace 2017 Conrail Trailer 353	23/24	9,000	-	-	-	1,225	2,449	2,449
Motor Grader #339	24/25	200,000	-	-	-	-	27,213	54,426
Replace US Jet Storm Pipe Cleaner 344	24/25	60,000	-	-	-	-	8,164	16,328
Replace Ford F-250 Pickup 349	25/26	40,000	-	-	-	-	-	5,443
Rep 05 Leeboy Asphalt Maintainer #338	25/26	150,000	-	-	-	-	-	20,410
Replace 2016 Ford F-250 Pickup 348	25/26	35,000	-	-	-	-	-	4,762
			114,526	108,658	144,145	211,688	299,193	313,360

GENERAL FUND LEASE PURCHASE VEHICLE & EQUIPMENT REPLACEMENT SCHEDULE - FY 2021-22

Description	Replace Yr	Estimated Replace Cost	20-21	21-22	22-23	23-24	24-25	25-26
Solid Waste:								
2017 Ford F150 XL	16/17	25,508	3,280	-	-	-	-	-
2017 Volvo Commercial	16/17	250,522	32,212	-	-	-	-	-
Mack Roll off	16/17	152,850	19,653	-	-	-	-	-
Dump Bed w/Mech Dumper	16/17	12,680	1,630	-	-	-	-	-
Rep '06 John Deere Backhoe/Loader #443	17/18	96,998	25,377	12,688	-	-	-	-
Rep '09 Ford 250 #449	17/18	26,470	6,925	3,463	-	-	-	-
Autocar Res #439 (Re-Body 2012)	17/18	274,792	71,892	35,946	-	-	-	-
Autocar Res #442 (Re-Body 2012)	17/18	274,792	71,892	35,946	-	-	-	-
Volvo Commercial #447	18/19	256,293	67,132	67,132	33,566	-	-	-
Grapple Attachment for 433	18/19	61,095	16,003	16,003	8,001	-	-	-
2007 Mack Roll Off #448	18/19	157,322	41,208	41,208	20,604	-	-	-
Autocar Residential #451	19/20	274,539	71,571	71,571	71,571	35,785	-	-
Autocar Residential #452	19/20	274,539	71,571	71,571	71,571	38,785	-	-
Volvo Commercial #450	19/20	276,714	72,138	72,138	72,138	36,069	-	-
Rep '06 Freightliner Boom #445	20/21	167,542	21,281	42,561	42,561	42,561	21,281	-
Replace 1998 Lowboy Trailer #206	20/21	7,532	957	1,913	1,913	1,913	957	-
Replace autocar Residential #455	21/22	290,000	-	39,459	78,918	78,918	78,918	39,459
Replace autocar Residential #456	21/22	290,000	-	39,459	78,918	78,918	78,918	39,459
Replace Volvo Commercial #454	21/22	290,000	-	39,459	78,918	78,918	78,918	39,459
Grapple attachment for roll off	22/23	97,000	-	-	13,198	26,397	26,397	26,397
Replace Volvo Commercial #453	22/23	290,000	-	-	39,459	78,918	78,918	78,918
Replace Volvo Commercial #459	23/24	290,000	-	-	-	39,459	78,918	78,918
Replace Peterbilt Residential #463	24/25	290,000	-	-	-	-	39,459	78,918
Replace Peterbilt Residential #464	24/25	290,000	-	-	-	-	39,459	78,918
Replace Ford F-250 #457	25/26	30,000	-	-	-	-	-	4,082
Replace Mack Roll Off #460	25/26	160,000	-	-	-	-	-	21,771
Replace Volvo Commercial #465	25/26	290,000	-	-	-	-	-	39,459
			594,722	590,517	611,336	536,641	522,143	525,758
Total General Fund Lease Purchase Installments #570000			1,244,533	1,227,619	1,325,921	1,253,992	1,241,775	1,193,954
Motorola body Camera VAAS Contract Installments	21/22	233,155	-	51,283	45,468	45,468	45,468	45,468
Total General Fund Lease & Other Installments			1,244,533	1,278,902	1,371,389	1,299,460	1,287,243	1,239,422

Financing rate estimate 5%

Lease period = 4 years

Fire apparatus = 7+ years

Possible cash downpayment on some lessening future year lease payments

WATER FUND VEHICLE & EQUIPMENT REPLACEMENT SCHEDULE - FY 2021-22

Description	Replace Yr	Estimated Replace Cost	20-21	21-22	22-23	23-24	24-25	25-26
Water Administration:								
Replace 2014 Dodge Ram 1500 Crew-Cab 536	22/23	30,000	-		30,000			
Replace 2016 Ford F-150 #540	24/25	30,000	-				30,000	
Replace 2016 Ford F-150 #541	24/25	30,000	-	-	-		30,000	
			-	-	30,000	-	60,000	-
Water Plant:								
Replace 2016 Chevy Colorado #539	24/25	30,000					30,000	
		-	-	-	-	-	30,000	-
Water Systems:								
Replace 2014 Ford F-250#537	22/23	30,000	-	-	30,000			
Replace Backhoe #544	23/24	125,000				125,000		
Replace 2015 Ford F-250 #538	24/25	30,000					30,000	
Replace 2016 Ford F-250 #542	25/26	30,000						30,000
			-	-	30,000	125,000	30,000	30,000