TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

November 13, 2023

TO: Mayor and Board of Commissioners

FROM: Debora P. Diáz, Town Manager

REF: Monthly Report - September 2023

Administration Department			
Administration Division			
Metric	Current Month September 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Personnel Turnover/Positions Vacated (does not include temporary positions; figures based on "effective" date)	1	2	0
Personnel Grievances Filed	0	0	0
Buildings and Grounds Division			
B & G Maintenance Expenditures	$2,345	$7,600	$18,688
Access/Recreation Facility Expenditures	$21,949	$25,852	$10,261

Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	104	267	168
Fleet Division			
Number of Vehicle Work Orders	54	166	197
Outsourced Vehicle Repairs	$0	$2,483	$3,818
In-shop Vehicle Repairs	$10,660	$54,760	$41,148

ATTACHMENT CA-2A

Planning and Inspections Department			
Metric	Current Month September 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Site Inspections	562	1,666	1,755
Plans Reviewed	4	21	23
Grant Applications Completed (Total)	-	-	$424,980.00
KDH PORTION (value applied for, not received)	-	-	$212,490.00
Building Permits Issued	79	305	302
TOTAL Fees	$28,979.35	$151,843.35	$153,272.24

Police Department			
Metric	Current Month September 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Dispatched Calls	1,560	5,387	5,700
Dispatched Calls per Patrol	78	269	285
Self-Initiated Calls	1,095	3,562	3,831
UCR Part 1 Crimes	20	77	123
Animal Control Division			
Animal Impoundments	7	26	8
Civil Citations Issued	6	11	2
Non-dispatched Services	84	318	200

Public Services Department			
Water Division			
Metric	Current Month September 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Number of Water Taps Sold	5	14	25
Total # Work Orders Completed	366	920	836
Gallons Consumed	44,506,000	157,506,000	155,540,000
Streets Division			
Asphalt Repair - Hot Mix (tons)	0	20	0
Asphalt Repair - Cold Patch (bags)	0	0	10
Wastewater Division			
Total wastewater allocation sold	0	360	0
Total wastewater allocation remaining (gallons) (Residential and Commercial combined as of 4/11/2022 BOC mtg. March ending, Residential - 880; Commercial - 12,570)		11,890	12,610
Solid Waste Division			
This section reflects figures one month behind due to the delivery of monthly solid waste disposal figures by Albemarle Solid Waste Authority and Outer Banks Hauling.	Prior Month August 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Outer Banks Hauling # of stops	(-)11	1,054	1,074
Outer Banks Hauling - Tonnage	28.95	64.56	50.54
SW- Commercial -Trips to Dare County Transfer Station	81	167	162
SW - Commercial - Tonnage	631.75	1,334.51	1,328.94
Residential - Trips to Dare County Transfer Station	69	141	144
Residential - Tonnage	574.94	1,207.42	1,267.72
Recycling - Trips to Dare County Recycling Center	14	27	29
Recycling - Tonnage	28.72	44.39	54.69
White Goods / Metal Recycled - Trips to Dare County Recycling	5	11	12
White Goods / Metal Recycled - Tonnage	15.69	37.07	39.42
C & D - Trips to Stumpy Point Landfill	15	29	29
C & D - Tonnage	75.30	150.89	134.29

Fire Department			
Metric	Current Month September 2023	2023 YTD	2022 YTD
Total Number of Incidents	135	1,327	1,469
Total Number of Fires	1	35	36
Rescue & EMS	70	784	824
Hazardous Condition (no fire)	6	70	112
Service Call	16	145	155
Good Intent	15	142	167
False Alarm & False Call	25	148	168
Severe Weather/Natural Disaster	2	3	7
Average Response Time Overall	4:11 minutes	4:12 minutes	4:11 minutes
Average Response Time North of Colington Rd	3:32 minutes	3:39 minutes	3:37 minutes
Average Response Time South of Colington Rd	4:49 minutes	4:48 minutes	4:43 minutes
% 1st due Unit Arrival within 5 minutes Overall	76.71%	76.13%	75.00%
% 1st Due Unit Arrival within 5 minutes North of Colington Rd	100.00%	90.25%	90.12%
% 1st Due Unit Arrival within 5 minutes South of Colington Rd	54.05%	61.20%	61.70%
Training Hours	758	5,589	5,783
Ocean Rescue Division			
Ocean Rescue - Beach Population	116,386	1,065,361	1,322,443
Ocean Rescue - Total Incidents	323	1,267	731
Ocean Rescue - Swimmer Assist/Rescues	28	217	253

Information reported above is calculated on the calendar year.

TOWN OF KILL DEVIL HILLS

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2024

Reporting Period: July 1, 2023 to September 30, 2023

OUR CASH IN RESERVES...

CASH & INVESTMENTS BY FUND

Balances on Sept 30, 2023 in whole dollars

GENERAL FUND	Sep 2022	Sep 2023
Operating	$ 20,870,169	$ 22,985,606
Powell Bill	75,983	15,738
Designated Street CRF	1,089,334	1,119,569
Petty Cash	1,700	1,700
TOTAL GENERAL FUND	**$ 22,037,186**	**$ 24,122,614**

CAPITAL RESERVE FUNDS	Sep 2022	Sep 2023
Shoreline Accesses	$ 217,135	$ 324,064
Recreation	75,221	178,013
Beach Nourishment	2,838,579	4,847,546
Sidewalks	358,977	131,381
TOTAL CAP RES FUNDS	**$ 3,489,911**	**$ 5,481,004**

OTHER FUNDS	Sep 2022	Sep 2023
Equity Index Fund OPEB	$ 275,652	$ 340,856
Beach Nourishment CPF	647,033	344,651
Fireman's Relief Fund	240,063	255,692
Water & WW Enterprise	9,242,057	11,042,874
Water Cap Res Fund	819,959	481,210
WW Cap Reserve Fund	32,824	42,589
TOTAL OTHER FUNDS	**$ 13,555,948**	**$ 12,507,872**
GRAND TOTAL-ALL FUNDS	**$ 39,083,045**	**$ 42,111,490**

OUR CASH FLOWS...

REVENUES & EXPENSES BY FUND

GENERAL FUND			Comparison of FYTD % Prior FYTD %	Current FYTD %
Fiscal Year Budget			**$ 28,046,443**	**$ 24,831,039**
Revenues Fiscal Year to Date	$	4,822,710	16.27%	19.42%
Expenses Fiscal Year to Date	$	5,852,454	20.76%	23.57%
Encumb	$	3,208,964		
WATER ENTERPRISE FUND				
Fiscal Year Budget			**$ 4,991,970**	**$ 4,536,733**
Revenues Fiscal Year to Date	$	1,758,843	33.27%	38.77%
Expenses Fiscal Year to Date	$	871,089	17.18%	19.20%
Encumb	$	1,334,473		
WASTEWATER ENTERPRISE FUND				
Fiscal Year Budget			**$ 230,470**	**$ 230,660**
Revenues Fiscal Year to Date	$	67,542	28.69%	29.28%
Expenses Fiscal Year to Date	$	26,853	11.42%	11.64%
Encumb	$	-		

OUR PROPERTY VALUES...

PROPERTY	VALUATION	TAX RATE	TAX LEVY
Municipal Service District	$ 211,342,002	0.240	$ 507,221
Total Town	$ 2,959,425,283	0.355	$ 10,505,960

** Does not include PP, Utilities, & MVT

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...

		Comparison of FY % Prior FY %	Current FY %
AD VALOREM PROPERTY TAX Incl MSD			
Fiscal Year Budget		**$ 10,105,752**	**$11,352,809**
Revenues this Qtr	$ 2,431,866	21.24%	21.42%
Revenues FYTD	$ 2,431,866	21.24%	21.42%
SALES & USE TAX			
Fiscal Year Budget		**$ 3,936,385**	**$ 4,227,518**
Revenues this Qtr	$ 518,349	12.66%	12.26%
Revenues FYTD	$ 518,349	12.66%	12.26%
OCCUPANCY TAX			
Fiscal Year Budget		**$ 3,998,251**	**$ 4,499,242**
Revenues this Qtr	$ 1,201,058	28.00%	26.69%
Revenues FYTD	$ 1,201,058	28.00%	26.69%
LAND TRANSFER TAX			
Fiscal Year Budget		**$ 1,000,000**	**$ 900,000**
Revenues this Qtr	$ -	0.00%	0.00%
Revenues FYTD	$ -	0.00%	0.00%
BUILDING PERMIT FEES			
Fiscal Year Budget		**$ 425,000**	**$ 250,000**
Revenues this Qtr	$ 126,154	34.59%	50.46%
Revenues FYTD	$ 126,154	34.59%	50.46%
INVESTMENT INCOME			
Fiscal Year Budget		**$ 125,000**	**$ 400,000**
Revenues this Qtr	$ 153,856	31.55%	38.46%
Revenues FYTD	$ 153,856	31.55%	38.46%
WATER ENTERPRISE FUND *CUSTOMER-BASED* REVENUES			
Fiscal Year Budget		**$ 4,685,892**	**$ 4,292,608**
Revenues this Qtr	$ 1,690,364	35.00%	39.38%
Revenues FYTD	$ 1,690,364	35.00%	39.38%
YTD WF System Dev Fees	$ 250,400		
WASTEWTR ENTERPRISE FUND *CUSTOMER-BASED* REVENUES			
Fiscal Year Budget		**$ 230,470**	**$ 230,660**
Revenues this Qtr	$ 67,085	28.69%	29.08%
Revenues FYTD	$ 67,085	28.53%	29.08%
YTD WWF System Dev Fees	$ 4,662		

EXPENDITURES AT A GLANCE...

GENERAL FUND DEPARTMENTS	Comparison of Monthly Expenses Fiscal Year 2024 Budget	This Quarter's Expenses Current Qtr	Current FY
Administration	$ 1,495,457	$ 411,004	$ 411,004
Building & Grounds	2,825,516	647,422	647,422
Beach Nourishment	1,147,036	14,527	14,527
Tax & Finance	1,976,394	650,094	650,094
MIS	574,424	219,849	219,849
Fleet Maintenance	632,173	151,678	151,678
Planning	1,276,164	307,835	307,835
Police	4,768,871	1,130,576	1,130,576
Animal Control	209,818	57,099	57,099
Fire	3,302,540	797,335	797,335
Ocean Rescue	980,348	419,611	419,611
Streets	1,846,443	324,251	324,251
Powell Bill	272,000	4,272	4,272
Solid Waste	3,523,855	716,901	716,901
	$ 24,831,039	$ 5,852,454	$ 5,852,454
% of Annual Budget Expended		23.57%	23.57%
WATER ENTERPRISE FUND			
Water Administration	$ 1,614,761	$ 331,213	$ 331,213
Water Plant	1,768,742	388,117	388,117
Water Systems	1,153,230	151,759	151,759
	$ 4,536,733	$ 871,089	$ 871,089
% of Annual Budget Expended		19.20%	19.20%
WASTEWATER ENTERPRISE FUND			
Wastewater Department	$ 230,660	$ 26,853	$ 26,853
% of Annual Budget Expended		11.64%	11.64%

TOWN OF KILL DEVIL HLLS
Actual Revenues Compared To Budget
General Fund
JULY-SEPT 2023 (FY 2023-24)

	Qtr Actual	Qtr Budget	Variance Mo Over (Under)	Actual YTD	Budget YTD	Variance YTD Over (Under)	Annual Budget w/Amendment	*Prior YTD Actual*	*% incr (decr) cur/prior YTD*
Prior Year Property Taxes	$ 7,849	$ 7,500	$ 349	7,849	7,500	$ 349	$ 30,000	$ 8,494	*-7.59%*
Current Year Property Taxe	2,195,322	1,808,000	387,322	2,195,322	1,808,000	387,322	10,414,258	1,934,099	*13.51%*
Current Year MSD Tax	161,680	100,000	61,680	161,680	100,000	61,680	497,053	138,070	*17.10%*
Motor Vehicle Taxes	74,865	73,584	1,281	74,865	73,584	1,281	441,498	74,017	*1.15%*
Tax Penalties and Interest	1,789	1,300	489	1,789	1,300	489	8,000	(322)	*656.03%*
Business Registration	2,845	7,000	(4,155)	2,845	7,000	(4,155)	8,000	6,470	*-56.03%*
Article 40 Sales Tax	48,515	44,123	4,392	48,515	44,123	4,392	535,795	45,806	*5.91%*
Article 42 Sales Tax	146,981	153,120	(6,139)	146,981	153,120	(6,139)	1,111,555	142,097	*3.44%*
1% Sales Tax	296,833	239,892	56,941	296,833	239,892	56,941	2,366,256	285,189	*4.08%*
MSD Sales Tax	26,021	17,630	8,391	26,021	17,630	8,391	213,912	25,214	*3.20%*
Occupancy Tax	1,201,058	1,046,335	154,723	1,201,058	1,046,335	154,723	4,499,242	1,119,538	*7.28%*
Land Transfer Tax	-	-	-	-	-	-	900,000	-	
Solid Waste Disposal Tax	-	-	-	-	-	-	5,300	-	
Utilities/Gas Sales Tax	176,016	191,625	(15,609)	176,016	191,625	(15,609)	766,500	175,701	*0.18%*
Telecommunication Svc Ta:	8,295	8,750	(455)	8,295	8,750	(455)	35,000	8,449	*-1.81%*
Video Programing Tax*	33,628	34,750	(1,122)	33,628	34,750	(1,122)	139,000	37,691	*-10.78%*
PEG Channel Support	6,410	-	6,410	6,410	-	6,410	-	6,369	*0.64%*
Wine & Beer Tax	-	-	-	-	-	-	30,000	-	
ABC Tax	-	-	-	-	-	-	29,000	-	
Mixed Beverage Tax	-	-	-	-	-	-	50,000	-	
Powell Bill	-	-	-	-	-	-	272,000	-	
Drug Reimb/forfeiture.	3,788	-	3,788	3,788	-	3,788	-	13,042	*-70.96%*
Building Permit Fees	126,154	62,503	63,651	126,154	62,503	63,651	250,000	146,993	*-14.18%*
Occupancy Permit & Fees	1,550	625	925	1,550	625	925	2,500	1,050	*47.62%*
Site Plan Review Fees	24,039	5,006	19,033	24,039	5,006	19,033	20,000	5,229	*359.72%*
Other Planning Fees	2,400	1,001	1,399	2,400	1,001	1,399	4,000	1,512	*58.70%*
CAMA Fees	400	375	25	400	375	25	1,500	400	*0.00%*
Homeowner Recovery Fees	12	26	(14)	12	26	(14)	100	26	*-53.85%*
Encroachment Fee	2,207	-	-	2,207	-	2,207	-	-	
Taxi Ordinance Fees	-	75	(75)	-	75	(75)	300	-	
		-							
A/C Boarding & Rabies Vac	1,509	540	969	1,509	540	969	2,150	485	*211.13%*
Dog Licenses	138	253	(116)	138	253	(116)	1,000	70	*96.43%*
Court Cost & Fees	456	801	(345)	456	801	(345)	3,200	286	*59.29%*
Finger Print/buy gold Fees	160	252	(92)	160	252	(92)	1,000	500	*-68.00%*
Purchases For Resale	37,475	40,920	(3,445)	37,475	40,920	(3,445)	163,680	32,346	*15.86%*
		-			-				
Interest Income	153,856	100,003	53,853	153,856	100,003	53,853	400,000	39,440	*290.10%*
Mkt adj on Investments	-	-	-	-	-	-	-	-	
Miscellaneous	20,684	5,499	15,185	20,684	5,499	15,185	43,000	8,692	*137.95%*
Sale of Fixed Assets	-	5,001	(5,001)	-	5,001	(5,001)	20,000	51,641	*-100.00%*
Rental Income	46,320	44,579	1,741	46,320	44,579	1,741	178,319	34,048	*36.04%*
Contributions	100	-	100	100	-	100	-	200	*-50.00%*
Lease/ Note Proceeds	-	-	-	-	-	-	-	-	
Insurance Proceeds	1,158	-	1,158	1,158	-	1,158	-	1,482	*-21.83%*
		-			-				
Water Fund Transfer	-	-	-	-	-	-	522,674	-	
CRF Transfer	-	-	-	-	-	-	-	-	
Grants & Restricted	12,200	12,200	-	12,200	12,200	-	12,200	217,643	*-94.39%*
Powell Bill Appropriation	-	-	-	-	-	-	-	-	*0.00%*
ARP SRF Transfer	-	-	-	-	-	-	-		*0.00%*
Total Revenues	$ 4,822,710	$ 4,013,268	$ 807,236	$ 4,822,710	4,013,268	$ 809,442	$ 23,977,992	$ 4,561,967	*5.72%*
Prior YTD	$ 4,561,967	$ 4,241,729	$ 320,238	$ 4,561,967	$ 4,429,589	132,378	$ 28,046,443		
****Total Month and YTD variances do NOT include Fund Bal Appropriati**									
****Fund Balance Appropriated**		**71,087.25**	**(71,087)**	-	853,047	**853,047**	**853,047**	-	*0.00%*

North Carolina
Total Retirement Plans

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

9/14/2023

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

Dear 92821 - TOWN OF KILL DEVIL HILLS:

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

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

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

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

lists employees of your agency who may be eligible to retire in the next 13 months (at either a reduced or unreduced benefit), whose salary is $115,000.00 or greater, and whose estimated monthly retirement benefit exceeds the CBBC based on information in the employee's most recent annual benefits statement. In addition, a lower CBBC Factor (i.e., TSERS is 4.2 and LGERS is 4.4) is applied.

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

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

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

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

Sincerely,

Retirement Systems Division
N.C. Department of State Treasurer

623_PENSPK

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

North Carolina
Total Retirement Plans

North Carolina Department of State Treasurer
Retirement Systems Division
3200 Atlantic Ave, Raleigh, NC 27604
1-877-NCSECURE (1-877-627-3287) toll-free • Fax (919) 855-5800
www.myncretirement.com

STATE TREASURER OF NORTH CAROLINA
DALE R. FOLWELL, CPA

CONTRIBUTION-BASED BENEFIT CAP REPORT

	Agency	Member ID	Name
Members Hired Before Jan 1, 2015	92821-TOWN OF KILL DEVIL HILLS	[redacted]	

* PLEASE FORWARD TO YOUR CHIEF FINANCIAL OFFICER OR BUDGET ADMINISTRATOR