



TOWN OF KILL DEVIL HILLS
Land Where Flight Began

MEMORANDUM

December 11, 2023

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Monthly Report - October 2023

Administration Department			
Administration Division			
Metric	Current Month October 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Vacated (does not include temporary positions; figures based on "effective" date)	0	2	1
Personnel Grievances Filed	0	0	0
Buildings and Grounds Division			
B & G Maintenance Expenditures	\$425	\$8,025	\$24,873
Access/Recreation Facility Expenditures	\$2,678	\$28,529	\$13,961

Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	61	328	211
Fleet Division			
Number of Vehicle Work Orders	67	233	253
Outsourced Vehicle Repairs	\$0	\$2,483	\$3,893
In-shop Vehicle Repairs	\$11,921	\$66,681	\$53,663

Planning and Inspections Department			
Metric	Current Month October 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Site Inspections	511	2,177	2,270
Plans Reviewed	7	28	36
Grant Applications Completed (Total)	-	-	\$424,980.00
KDH PORTION (value applied for, not received)	-	-	\$212,490.00
Building Permits Issued	89	394	417
TOTAL Fees	\$23,486.55	\$175,329.90	\$205,931.29

Police Department			
Metric	Current Month October 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Dispatched Calls	1,309	6,696	7,195
Dispatched Calls per Patrol Officer	65	334	360
Self-Initiated Calls	838	4,400	4,856
UCR Part 1 Crimes	22	99	167
Animal Control Division			
Animal Impoundments	4	30	18
Civil Citations Issued	4	17	4
Non-dispatched Services	86	402	281

Public Services Department

Water Division

Metric	Current Month October 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Number of Water Taps Sold	4	18	36
Total # Work Orders Completed	221	1,141	1,053
Gallons Consumed	35,900,000	193,406,000	191,575,000

Streets Division

Asphalt Repair - Hot Mix (tons)	0	20	0
Asphalt Repair - Cold Patch (bags)	0	0	13

Wastewater Division

Total wastewater allocation sold	0	360	0
Total wastewater allocation remaining (gallons) <small>(Residential and Commercial combined as of 4/11/2022 BOC mtg. March ending, Residential - 880; Commercial - 12,570)</small>		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 September 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Outer Banks Hauling # of stops	(-) 2	1,052	1,072
Outer Banks Hauling - Tonnage	21.79	86.35	79.07
SW- Commercial -Trips to Dare County Transfer Station	68	235	229
SW - Commercial - Tonnage	479.48	1,813.99	1,808.50
Residential - Trips to Dare County Transfer Station	59	200	208
Residential - Tonnage	451.22	1,658.64	1,701.13
Recycling - Trips to Dare County Recycling Center	10	37	40
Recycling - Tonnage	12.02	56.41	70.39
White Goods / Metal Recycled - Trips	7	18	17
White Goods / Metal Recycled - Tonnage	22.07	59.14	54.82
C & D - Trips to Stumpy Point Landfill	13	42	45
C & D - Tonnage	63.23	214.12	205.17

Fire Department			
Metric	Current Month October 2023	2023 YTD	2022 YTD
Total Number of Incidents	105	1,432	1,624
Total Number of Fires	3	38	40
Rescue & EMS	53	837	909
Hazardous Condition (no fire)	5	75	130
Service Call	18	163	175
Good Intent	11	153	181
False Alarm & False Call	15	163	181
Severe Weather/Natural Disaster	0	3	8
Average Response Time Overall	4:25 minutes	4:13 minutes	4:09 minutes
Average Response Time North of Colington Rd	3:48 minutes	3:40 minutes	3:37 minutes
Average Response Time South of Colington Rd	4:49 minutes	4:48 minutes	4:42 minutes
% 1st due Unit Arrival within 5 minutes Overall	68.00%	75.32%	75.81%
% 1st Due Unit Arrival within 5 minutes North of Colington Rd	90.00%	90.23%	90.04%
% 1st Due Unit Arrival within 5 minutes South of Colington Rd	53.33%	60.42%	63.03%
Training Hours	735	6,324	6,500
Ocean Rescue Division			
Ocean Rescue - Beach Population	40,768	1,106,129	1,392,514
Ocean Rescue - Total Incidents	170	1,437	769
Assist/Rescues	4	221	257

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: October 1, 2023 to October 31, 2023

OUR CASH IN RESERVES...		
CASH & INVESTMENTS BY FUND		
Balances on October 31, 2023 in whole dollars		
GENERAL FUND	Oct 2022	Oct 2023
Operating	\$ 22,316,669	\$ 24,010,948
Powell Bill	74,146	152,456
Designated Street CRF	1,086,781	1,042,292
Petty Cash	1,700	1,700
TOTAL GENERAL FUND	\$ 23,479,296	\$ 25,207,396
CAPITAL RESERVE FUNDS	Oct 2022	Oct 2023
Shoreline Accesses	\$ 217,323	\$ 325,593
Recreation	75,287	178,853
Beach Nourishment	2,841,039	4,870,422
Sidewalks	339,986	132,001
TOTAL CAP RES FUNDS	\$ 3,473,635	\$ 5,506,869
OTHER FUNDS	Oct 2022	Oct 2023
Equity Index Fund OPEB	\$ 275,652	\$ 340,856
ARP SRF	2,300,352	-
Beach Nourishment CPF	618,365	346,277
Fireman's Relief Fund	253,626	252,638
Water/WW Enterprise	9,609,531	11,244,970
Water Cap Res Fund	889,629	517,139
WW Cap Reserve Fund	32,853	42,790
TOTAL OTHER FUNDS	\$ 13,980,007	\$ 12,744,670
GRAND TOTAL-ALL FUNDS	\$ 40,932,938	\$ 43,458,935

OUR CASH FLOWS...			
REVENUES & EXPENSES BY FUND		Comparison of FYTD %	
GENERAL FUND		Prior FYTD %	Current FYTD %
Fiscal Year Budget		\$ 28,046,443	\$ 24,831,039
Revenues Fiscal Year to Date	\$ 7,764,347	26.21%	31.27%
Expenses Fiscal Year to Date	\$ 7,594,017	26.08%	30.58%
Encumb	\$ 3,260,639		
WATER ENTERPRISE FUND			
Fiscal Year Budget		\$ 4,991,970	\$ 4,536,733
Revenues Fiscal Year to Date	\$ 2,141,028	39.94%	47.19%
Expenses Fiscal Year to Date	\$ 1,279,341	20.18%	28.20%
Encumb	\$ 1,133,300		
WASTEWATER ENTERPRISE FUND			
Fiscal Year Budget		\$ 230,470	\$ 230,660
Revenues Fiscal Year to Date	\$ 68,488	28.28%	29.69%
Expenses Fiscal Year to Date	\$ 36,899	14.84%	16.00%
Encumb	\$ -		

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 month	\$ 978,425	8.91%	8.62%
Revenues FYTD	\$ 3,410,291	30.15%	30.04%
SALES & USE TAX			
Fiscal Year Budget	\$ 3,936,385	\$ 4,227,518	
Revenues this month	\$ 583,611	13.75%	13.81%
Revenues FYTD	\$ 1,101,960	26.41%	26.07%
OCCUPANCY TAX			
Fiscal Year Budget	\$ 3,998,251	\$ 4,499,242	
Revenues this month	\$ 808,902	19.82%	17.98%
Revenues FYTD	\$ 2,009,960	47.82%	44.67%
LAND TRANSFER TAX			
Fiscal Year Budget	\$ 1,000,000	\$ 900,000	
Revenues this month	\$ 240,948	30.64%	26.77%
Revenues FYTD	\$ 240,948	30.64%	26.77%
BUILDING PERMIT FEES			
Fiscal Year Budget	\$ 425,000	\$ 250,000	
Revenues this month	\$ 22,187	11.93%	8.87%
Revenues FYTD	\$ 148,341	46.51%	59.34%
INVESTMENT INCOME			
Fiscal Year Budget	\$ 125,000	\$ 400,000	
Revenues this month	\$ 135,090	17.81%	33.77%
Revenues FYTD	\$ 288,946	49.37%	72.24%
WATER ENTERPRISE FUND CUSTOMER-BASED REVENUES			
Fiscal Year Budget	\$ 4,685,892	\$ 4,292,608	
Revenues this month	\$ 327,934	6.90%	7.64%
Revenues FYTD	\$ 2,018,298	41.90%	47.02%
WF System Dev Fees YTD	\$ 283,900		
WASTEWTR ENTERPRISE FUND CUSTOMER-BASED REVENUES			
Fiscal Year Budget	\$ 230,470	\$ 230,660	
Revenues this month	\$ 532	0.45%	0.23%
Revenues FYTD	\$ 67,617	28.19%	29.31%
WWF Sys Dev Fees YTD	\$ 4,662		

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			

EXPENDITURES AT A GLANCE...				
Comparison of Monthly Expenses				
GENERAL FUND DEPARTMENTS	Fiscal Year 2024 Budget	This Month's Expenses		
		Oct	YTD	
Administration	\$ 1,495,457	\$ 502,857	\$ 502,857	
Building & Grounds	2,825,516	789,145	789,145	
Beach Nourishment	1,147,036	15,175	15,175	
Tax & Finance	1,976,394	743,450	743,450	
MIS	574,424	230,345	230,345	
Fleet Maintenance	632,173	188,073	188,073	
Planning	1,276,164	379,107	379,107	
Police	4,768,871	1,501,581	1,501,581	
Animal Control	209,818	69,842	69,842	
Fire	3,302,540	1,088,148	1,088,148	
Ocean Rescue	980,348	456,994	456,994	
Streets	1,846,443	500,865	500,865	
Powell Bill	272,000	4,272	4,272	
Solid Waste	3,523,855	1,124,163	1,124,163	
	\$ 24,831,039	\$ 7,594,017	\$ 7,594,017	
% of Annual Budget Expended		30.58%	30.58%	
WATER ENTERPRISE FUND				
Water Administration	\$ 1,614,761	\$ 394,002	\$ 394,002	
Water Plant	1,768,742	511,002	511,002	
Water Systems	1,153,230	374,338	374,338	
	\$ 4,536,733	\$ 1,279,342	\$ 1,279,342	
% of Annual Budget Expended		28.20%	28.20%	
WASTEWATER ENTERPRISE FUND				
Wastewater Department	\$ 230,660	\$ 10,046	\$ 36,899	
% of Annual Budget Expended		4.36%	16.00%	

TOWN OF KILL DEVIL HILLS
Actual Revenues Compared To Budget
General Fund
OCT 2023 (FY 2023-24)

	Month Actual	Month Budget	Variance Mo Over (Under)	Actual YTD	Budget YTD	Variance YTD Over (Under)	Annual Budget w/Amendment	Prior YTD Actual	% incr (decr) cur/prior YTD
Prior Year Property Taxes	\$ 698	\$ 2,500	\$ (1,802)	8,547	10,000	\$ (1,453)	\$ 30,000	\$ 9,918	-13.82%
Current Year Property Taxe	899,678	1,120,000	(220,322)	3,095,000	2,928,000	167,000	10,414,258	2,752,286	12.45%
Current Year MSD Tax	42,956	29,000	13,956	204,636	129,000	75,636	497,053	185,865	10.10%
Motor Vehicle Taxes	35,791	36,792	(1,001)	110,656	110,376	280	441,498	108,432	2.05%
Tax Penalties and Interest	309	650	(341)	2,098	1,950	148	8,000	(593)	453.81%
Business Registration	200	1,000	(800)	3,045	8,000	(4,955)	8,000	6,595	-53.83%
Article 40 Sales Tax	45,861	45,932	(71)	94,376	90,055	4,321	535,795	90,077	4.77%
Article 42 Sales Tax	174,478	163,720	10,758	321,459	316,840	4,619	1,111,555	301,917	6.47%
1% Sales Tax	333,975	273,279	60,696	630,808	513,171	117,637	2,366,256	594,832	6.05%
MSD Sales Tax	29,297	17,843	11,454	55,318	35,473	19,845	213,912	52,594	5.18%
Occupancy Tax	808,902	946,250	(137,348)	2,009,960	1,992,585	17,375	4,499,242	1,912,085	5.12%
Land Transfer Tax	240,948	225,000	15,948	240,948	225,000	15,948	900,000	306,359	-21.35%
Solid Waste Disposal Tax	-	-	-	-	-	-	5,300	-	
Utilities/Gas Sales Tax	-	-	-	176,016	191,625	(15,609)	766,500	175,701	0.18%
Telecommunication Svc Ta	-	-	-	8,295	8,750	(455)	35,000	8,449	-1.81%
Video Programing Tax*	-	-	-	33,628	34,750	(1,122)	139,000	37,691	-10.78%
PEG Channel Support	-	-	-	6,410	-	6,410	-	6,369	0.64%
Wine & Beer Tax	-	-	-	-	-	-	30,000	-	
ABC Tax	-	7,250	(7,250)	-	7,250	(7,250)	29,000	-	
Mixed Beverage Tax	-	12,500	(12,500)	-	12,500	(12,500)	50,000	-	
Powell Bill	136,644	136,000	644	136,644	136,000	644	272,000	137,775	-0.82%
Drug Reimb/forfeiture.	-	-	-	3,788	-	3,788	-	13,240	-71.39%
Building Permit Fees	22,187	20,833	1,354	148,341	83,336	65,005	250,000	197,686	-24.96%
Occupancy Permit & Fees	300	209	91	1,850	834	1,016	2,500	1,450	27.59%
Site Plan Review Fees	1,000	1,666	(666)	25,039	6,672	18,367	20,000	6,945	260.53%
Other Planning Fees	150	333	(183)	2,550	1,334	1,216	4,000	1,787	42.68%
CAMA Fees	200	125	75	600	500	100	1,500	600	0.00%
Homeowner Recovery Fees	5	10	(5)	17	36	(19)	100	34	-50.00%
Encroachment Fee	-	-	-	2,207	-	2,207	-	-	
Taxi Ordinance Fees	-	25	(25)	-	100	(100)	300	-	
A/C Boarding & Rabies Vac	164	180	(16)	1,673	720	953	2,150	685	144.23%
Dog Licenses	27	83	(56)	165	336	(172)	1,000	118	40.00%
Court Cost & Fees	108	267	(159)	564	1,068	(504)	3,200	457	23.33%
Finger Print/buy gold Fees	50	84	(34)	210	336	(126)	1,000	570	-63.16%
Purchases For Resale	3,586	13,640	(10,054)	41,061	54,560	(13,499)	163,680	43,567	-5.75%
Interest Income	135,090	33,333	101,757	288,946	133,336	155,610	400,000	61,708	368.25%
Mkt adj on Investments	-	-	-	-	-	-	-	-	
Miscellaneous	13,627	1,833	11,794	34,311	7,332	26,979	43,000	17,034	101.43%
Sale of Fixed Assets	-	1,668	(1,668)	-	6,669	(6,669)	20,000	51,911	-100.00%
Rental Income	15,406	14,860	546	61,726	59,439	2,287	178,319	45,364	36.07%
Contributions	-	-	-	100	-	100	-	200	-50.00%
Lease/ Note Proceeds	-	-	-	-	-	-	-	-	
Insurance Proceeds	-	-	-	1,158	-	1,158	-	2,972	-61.02%
Water Fund Transfer	-	-	-	-	-	-	522,674	-	
CRF Transfer	-	-	-	-	-	-	-	-	
Grants & Restricted	-	-	-	12,200	12,200	-	12,200	217,643	-94.39%
Powell Bill Appropriation	-	-	-	-	-	-	-	-	0.00%
ARP SRF Transfer	-	-	-	-	-	-	-	-	0.00%
Total Revenues	\$ 2,941,637	3,106,865	\$ (165,228)	\$ 7,764,347	7,120,133	\$ 644,214	\$ 23,977,992	\$ 4,561,967	70.20%
Prior YTD	\$ 2,788,075	\$ 2,990,651	\$ (202,576)	\$ 7,350,323	\$ 7,420,240	(69,918)	\$ 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

10/19/2023

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



North Carolina Total Retirement Plans

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

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



CONTRIBUTION-BASED BENEFIT CAP REPORT

Members
Hired Before
Jan 1, 2015

Agency
92821-TOWN OF KILL DEVIL HILLS

Member ID	Name
[REDACTED]	[REDACTED]

* PLEASE FORWARD TO YOUR CHIEF FINANCIAL OFFICER OR BUDGET ADMINISTRATOR