



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

January 15, 2024

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Monthly Report - November 2023

Administration Department			
Administration Division			
Metric	Current Month November 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)	0	2	1
Personnel Grievances Filed	0	0	0
Buildings and Grounds Division			
B & G Maintenance Expenditures	\$1,999	\$10,024	\$28,023
Access/Recreation Facility Expenditures	\$2,512	\$31,042	\$18,572
Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	57	385	257
Fleet Division			
Number of Vehicle Work Orders	38	271	304
Outsourced Vehicle Repairs	\$0	\$2,483	\$4,143
In-shop Vehicle Repairs	\$10,115	\$76,796	\$64,643

Planning and Inspections Department			
Metric	Current Month November 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Site Inspections	475	2,652	2,831
Plans Reviewed	5	33	42
Grant Applications Completed (Total)	-	-	\$424,980.00
KDH PORTION (value applied for, not received)	-	-	\$212,490.00
Building Permits Issued	91	485	493
TOTAL Fees	\$21,739.15	\$196,066.05	\$242,181.62

Police Department			
Metric	Current Month November 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Dispatched Calls	1,604	8,300	8,516
Dispatched Calls per Patrol Officer	80	414	426
Self-Initiated Calls	1,222	5,622	5,846
UCR Part 1 Crimes	58	157	186
Animal Control Division			
Animal Impoundments	3	33	30
Civil Citations Issued	4	21	8
Non-dispatched Services	70	472	356

Public Services Department

Water Division

Metric	Current Month November 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Number of Water Taps Sold	1	19	41
Total # Work Orders Completed	310	1,451	1,219
Gallons Consumed	28,285,000	221,691,000	221,001,000

Streets Division

Asphalt Repair - Hot Mix (tons)	0	20	10
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 October 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Outer Banks Hauling # of stops	(-) 15	1,037	1,070
Outer Banks Hauling - Tonnage	23.88	110.23	102.42
SW- Commercial -Trips to Dare County Transfer Station	63	298	286
SW - Commercial - Tonnage	384.51	2,198.50	2,216.26
Residential - Trips to Dare County Transfer Station	56	256	262
Residential - Tonnage	386.77	2,045.41	2,081.69
Recycling - Trips to Dare County Recycling Center	14	51	48
Recycling - Tonnage	22.81	79.22	78.68
White Goods / Metal Recycled - Trips to Dare County Recycling	4	22	24
White Goods / Metal Recycled - Tonnage	13.17	72.31	76.06
C & D - Trips to Stumpy Point Landfill	20	62	63
C & D - Tonnage	98.26	312.38	286.20

Fire Department			
Metric	Current Month November 2023	2023 YTD	2022 YTD
Total Number of Incidents	128	1,560	1,756
Total Number of Fires	3	41	41
Rescue & EMS	71	908	995
Hazardous Condition (no fire)	7	82	138
Service Call	22	185	184
Good Intent	12	165	200
False Alarm & False Call	13	176	190
Severe Weather & Natural Disaster/Special Type	0	3	8
Average Response Time Overall	4:16 minutes	4:14 minutes	4:09 minutes
Average Response Time North of Colington Rd	3:49 minutes	3:41 minutes	3:38 minutes
Average Response Time South of Colington Rd	4:41 minutes	4:48 minutes	4:40 minutes
% 1st due Unit Arrival within 5 minutes Overall	76.12%	75.39%	75.83%
% 1st Due Unit Arrival within 5 minutes North of Colington Rd	87.50%	89.98%	89.17%
% 1st Due Unit Arrival within 5 minutes South of Colington Rd	65.71%	60.90%	63.72%
Training Hours	580	6,904	7,791
Ocean Rescue Division			
Ocean Rescue - Beach Population	Will resume in the spring	1,106,129	1,392,514
Ocean Rescue - Total Incidents	Will resume in the spring	1,437	808
Assist/Rescues	Will resume in the spring	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: November 1, 2023 to November 30, 2023

OUR CASH IN RESERVES...

CASH & INVESTMENTS BY FUND

Balances on November 30, 2023 in whole dollars

GENERAL FUND	Nov-22	Nov-23
Operating	\$ 21,708,343	\$ 23,123,509
Powell Bill	211,435	153,250
Designated Street CRF	1,084,745	1,044,118
Petty Cash	1,700	1,700
TOTAL GENERAL FUND	\$ 23,006,223	\$ 24,322,577
CAPITAL RESERVE FUNDS	Nov-22	Nov-23
Shoreline Accesses	\$ 217,518	\$ 326,164
Recreation	75,354	179,166
Beach Nourishment	2,843,587	4,878,956
Sidewalks	340,041	132,233
TOTAL CAP RES FUNDS	\$ 3,476,500	\$ 5,516,519
OTHER FUNDS	Nov-22	Nov-23
Equity Index Fund OPEB	\$ 275,652	\$ 340,856
Beach Nourishment CPF	619,445	346,884
Fireman's Relief Fund	237,376	235,581
Water Enterprise	9,674,994	11,246,693
Water Cap Res Fund	941,429	524,045
WW Cap Reserve Fund	32,853	42,865
TOTAL OTHER FUNDS	\$ 11,781,749	\$ 12,736,924
GRAND TOTAL-ALL FUNDS	\$ 38,264,472	\$ 42,576,020

OUR CASH FLOWS...

REVENUES & EXPENSES BY FUND

GENERAL FUND	Comparison of FYTD %		
		Prior FYTD %	Current FYTD %
Fiscal Year Budget		\$ 30,499,758	\$ 27,785,467
Revenues Fiscal Year to Date	\$ 9,348,695	28.66%	33.65%
Expenses Fiscal Year to Date	\$ 9,919,944	29.63%	35.70%
Encumb	\$ 2,669,205		
WATER ENTERPRISE FUND	Comparison of FYTD %		
Fiscal Year Budget		\$ 5,252,310	\$ 5,688,809
Revenues Fiscal Year to Date	\$ 2,766,060	36.42%	48.62%
Expenses Fiscal Year to Date	\$ 1,618,648	25.07%	28.45%
Encumb	\$ 1,056,900		
WASTEWATER ENTERPRISE FUND	Comparison of FYTD %		
Fiscal Year Budget		\$ 230,470	\$ 231,547
Revenues Fiscal Year to Date	\$ 76,459	27.51%	33.02%
Expenses Fiscal Year to Date	\$ 47,048	16.27%	20.32%
Encumb	\$ -		

OUR PROPERTY VALUES...

PROPERTY	VALUATION	TAX RATE	TAX LEVY
Municipal Service District	\$ 205,701,889	0.240	\$ 493,685
Total Town	\$ 2,798,463,827	0.355	\$ 9,934,547
** 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 month	\$ 488,255	4.28%	4.30%
Revenues FYTD	\$ 3,898,547	34.42%	34.34%
SALES & USE TAX			
Fiscal Year Budget		\$ 3,936,385	\$ 4,227,518
Revenues this month	\$ 498,004	12.60%	11.78%
Revenues FYTD	\$ 1,599,965	39.01%	37.85%
OCCUPANCY TAX			
Fiscal Year Budget		\$ 3,998,251	\$ 4,499,242
Revenues this month	\$ 443,502	10.02%	9.86%
Revenues FYTD	\$ 2,453,462	57.84%	54.53%
LAND TRANSFER TAX			
Fiscal Year Budget		\$ 1,000,000	\$ 900,000
Revenues this month	\$ -	0.00%	0.00%
Revenues FYTD	\$ 240,948	30.64%	26.77%
BUILDING PERMIT FEES			
Fiscal Year Budget		\$ 425,000	\$ 250,000
Revenues this month	\$ 20,839	8.26%	8.34%
Revenues FYTD	\$ 169,180	54.77%	67.67%
INVESTMENT INCOME			
Fiscal Year Budget		\$ 125,000	\$ 400,000
Revenues this month	\$ 50,413	0.00%	12.60%
Revenues FYTD	\$ 339,359	49.37%	84.84%
WATER ENTERPRISE FUND CUSTOMER-BASED REVENUES			
Fiscal Year Budget		\$ 4,685,892	\$ 4,292,608
Revenues this month	\$ 602,641	12.56%	14.04%
Revenues FYTD	\$ 2,620,939	40.13%	61.06%
WF System Dev Fees YTD	\$ 289,900		
WASTEWTR ENTERPRISE FUND CUSTOMER-BASED REVENUES			
Fiscal Year Budget		\$ 230,470	\$ 230,660
Revenues this month	\$ 7,816	5.56%	3.39%
Revenues FYTD	\$ 75,433	27.42%	32.70%
WWF Sys Dev Fees YTD	\$ 4,662		

EXPENDITURES AT A GLANCE...

GENERAL FUND DEPARTMENTS	Comparison of Monthly Expenses		
	Fiscal Year 2024 Budget	Nov	YTD
Administration	\$ 1,533,536	\$ 95,313	\$ 598,170
Building & Grounds	3,109,695	110,871	900,016
Beach Nourishment	1,173,019	9,563	24,738
Tax & Finance	1,976,394	108,989	852,439
MIS	602,744	15,406	245,751
Fleet Maintenance	632,173	66,230	254,303
Planning	1,295,149	91,589	470,696
Police	5,032,731	555,664	2,057,245
Animal Control	209,818	15,777	85,619
Fire	4,113,327	233,875	1,322,023
Ocean Rescue	980,348	19,814	476,808
Streets	2,520,815	130,383	631,248
Powell Bill	272,000	120	4,392
Solid Waste	4,333,718	872,333	1,996,496
	\$ 27,785,467	\$ 2,325,927	\$ 9,919,944
% of Annual Budget Expended		8.37%	35.70%
WATER ENTERPRISE FUND			
Water Administration	\$ 1,626,263	\$ 75,801	\$ 469,803
Water Plant	1,823,401	130,210	641,212
Water Systems	2,239,145	133,295	507,633
	\$ 5,688,809	\$ 339,306	\$ 1,618,648
% of Annual Budget Expended		5.96%	28.45%
WASTEWATER ENTERPRISE FUND			
Wastewater Department	\$ 231,547	\$ 10,149	\$ 47,048
% of Annual Budget Expended		4.38%	20.32%

TOWN OF KILL DEVIL HILLS
Actual Revenues Compared To Budget
General Fund
NOV 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	\$ 4,550	\$ 2,500	\$ 2,050	13,097	12,500	\$ 597	\$ 30,000	\$ 11,626	12.66%
Current Year Property Tax	434,734	784,000	(349,266)	3,529,734	3,712,000	(182,266)	10,414,258	3,168,747	11.39%
Current Year MSD Tax	16,497	80,000	(63,503)	221,133	209,000	12,133	497,053	202,031	9.45%
Motor Vehicle Taxes	37,024	36,792	232	147,680	147,168	512	441,498	108,432	36.20%
Tax Penalties and Interest	961	650	311	3,059	2,600	459	8,000	(764)	500.32%
Business Registration	125	-	125	3,170	8,000	(4,830)	8,000	6,710	-52.76%
Article 40 Sales Tax	46,140	42,755	3,385	140,516	132,810	7,706	535,795	135,103	4.01%
Article 42 Sales Tax	141,720	142,000	(280)	463,179	458,840	4,339	1,111,555	443,964	4.33%
1% Sales Tax	285,144	235,285	49,859	915,952	748,456	167,496	2,366,256	878,823	4.22%
MSD Sales Tax	25,000	17,844	7,156	80,318	53,317	27,001	213,912	77,700	3.37%
Occupancy Tax	443,502	450,000	(6,498)	2,453,462	2,442,585	10,877	4,499,242	2,312,763	6.08%
Land Transfer Tax	-	-	-	240,948	225,000	15,948	900,000	306,359	-21.35%
Solid Waste Disposal Tax	1,576	1,325	.251	1,576	1,325	251	5,300	1,465	
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	13,968	-	13,968	13,968	7,250	6,718	29,000	-	
Mixed Beverage Tax	18,234	-	18,234	18,234	12,500	5,734	50,000	-	
Powell Bill	-	-	-	136,644	136,000	644	272,000	137,775	-0.82%
Drug Reimb/forfeiture.	6	-	6	3,794	-	3,794	-	13,240	-71.35%
Building Permit Fees	20,839	20,833	6	169,180	104,169	65,011	250,000	232,786	-27.32%
Occupancy Permit & Fees	250	208	42	2,100	1,042	1,058	2,500	1,750	20.00%
Site Plan Review Fees	650	1,666	(1,016)	25,689	8,338	17,351	20,000	7,645	236.02%
Other Planning Fees	750	334	416	3,300	1,668	1,632	4,000	1,962	68.17%
CAMA Fees	100	125	(25)	700	625	75	1,500	735	-4.76%
Homeowner Recovery Fees	2	8	(6)	19	44	(25)	100	40	-52.50%
Encroachment Fee	-	-	-	2,207	-	2,207	-	-	
Taxi Ordinance Fees	-	25	(25)	-	125	(125)	300	-	
A/C Boarding & Rabies Vac	64	180	(116)	1,737	900	837	2,150	1,263	37.53%
Dog Licenses	15	83	(68)	180	419	(240)	1,000	130	38.08%
Court Cost & Fees	47	267	(220)	611	1,335	(724)	3,200	609	0.35%
Finger Print/buy gold Fees	70	83	(13)	280	419	(139)	1,000	620	-54.84%
Purchases For Resale	5,069	13,640	(8,571)	46,130	68,200	(22,070)	163,680	46,222	-0.20%
Interest Income	50,413	33,333	17,080	339,359	166,669	172,690	400,000	61,718	449.86%
Mkt adj on Investments	-	-	-	-	-	-	-	-	
Miscellaneous	8,809	1,833	6,976	43,120	9,165	33,955	50,000	23,748	81.57%
Sale of Fixed Assets	-	1,668	(1,668)	-	8,337	(8,337)	20,000	51,911	-100.00%
Rental Income	15,406	14,860	546	77,132	74,299	2,833	178,319	56,680	36.08%
Contributions	-	-	-	100	-	100	-	203	-50.74%
Lease/ Note Proceeds	-	-	-	-	-	-	-	-	
Insurance Proceeds	-	-	-	1,158	-	1,158	-	2,972	-61.02%
Water Fund Transfer	-	-	-	-	-	-	522,674	-	
CRF Transfer	-	-	-	-	-	-	-	-	
Grants & Restricted	12,683	-	12,683	24,883	12,200	12,683	14,050	217,643	-88.57%
Powell Bill Appropriation	-	-	-	-	-	-	-	-	0.00%
Total Revenues	\$ 1,584,348	\$ 1,882,297	\$ (297,949)	\$ 9,348,695	9,002,430	\$ 346,265	\$ 23,986,842	\$ 8,740,821	6.95%
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

11/16/2023

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

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



CONTRIBUTION-BASED BENEFIT CAP REPORT

Members
Hired Before
Jan 1, 2015
92821-TOWN OF KILL DEVIL HILLS

Agency	Member ID	Name
	[REDACTED]	[REDACTED]

* PLEASE FORWARD TO YOUR CHIEF FINANCIAL OFFICER OR BUDGET ADMINISTRATOR