



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

February 5, 2024

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Monthly Report - December 2023

Administration Department			
Administration Division			
Metric	Current Month December 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	3	1
Personnel Grievances Filed	0	0	0
Buildings and Grounds Division			
B & G Maintenance Expenditures	\$1,149	\$11,173	\$30,132
Access/Recreation Facility Expenditures	\$1,144	\$32,186	\$19,059

Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	70	455	309
Fleet Division			
Number of Vehicle Work Orders	43	314	342
Outsourced Vehicle Repairs	\$9,948	\$12,431	\$39,258
In-shop Vehicle Repairs	\$12,310	\$89,106	\$70,912

Planning and Inspections Department			
Metric	Current Month December 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Site Inspections	408	3,060	3,324
Plans Reviewed	12	45	52
Grant Applications Completed (Total)	-	-	\$424,980.00
KDH PORTION (value applied for, not received)	-	-	\$212,490.00
Building Permits Issued	73	558	578
TOTAL Fees	\$32,201.66	\$228,270.71	\$265,035.22

Police Department			
Metric	Current Month December 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Dispatched Calls	1,486	9,786	9,952
Dispatched Calls per Patrol Officer	74	488	498
Self-Initiated Calls	1,132	6,754	6,899
UCR Part 1 Crimes	11	168	214
Animal Control Division			
Animal Impoundments	8	41	35
Civil Citations Issued	2	23	10
Non-dispatched Services	73	545	430

Public Services Department

Water Division

Metric	Current Month December 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Number of Water Taps Sold	4	23	41
Total # Work Orders Completed	169	1,620	1,425
Gallons Consumed	25,393,000	247,084,000	247,820,000

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 November 2023	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Outer Banks Hauling # of stops	(-) 9	1,028	1,062
Outer Banks Hauling - Tonnage	19.10	129.33	125.17
SW- Commercial -Trips to Dare County Transfer Station	54	352	333
SW - Commercial - Tonnage	305.54	2,504.04	2,523.48
Residential - Trips to Dare County Transfer Station	44	300	311
Residential - Tonnage	350.80	2,396.21	2,451.00
Recycling - Trips to Dare County Recycling Center	9	60	62
Recycling - Tonnage	12.19	91.41	109.04
White Goods / Metal Recycled - Trips to Dare County Recycling	5	27	29
White Goods / Metal Recycled - Tonnage	18.69	91.00	91.03
C & D - Trips to Stumpy Point Landfill	13	75	77
C & D - Tonnage	70.91	383.29	351.19

Fire Department			
Metric	Current Month December 2023	2023 YTD	2022 YTD
Total Number of Incidents	137	1,697	1,897
Total Number of Fires	3	44	42
Rescue & EMS	76	984	1,080
Hazardous Condition (no fire)	13	95	145
Service Call	22	207	204
Good Intent	13	178	214
False Alarm & False Call	10	186	204
Severe Weather/Natural Disaster	0	3	8
Average Response Time Overall	4:03 minutes	4:12 minutes	4:09 minutes
Average Response Time North of Colington Rd	3:57 minutes	3:42 minutes	3:38 minutes
Average Response Time South of Colington Rd	4:11 minutes	4:45 minutes	4:41 minutes
% 1st due Unit Arrival within 5 minutes Overall	82.28%	75.96%	76.26%
% 1st Due Unit Arrival within 5 minutes North of Colington Rd	80.95%	89.23%	89.13%
% 1st Due Unit Arrival within 5 minutes South of Colington Rd	83.78%	62.80%	64.36%
Training Hours	877	7,781	8,828
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: December 1, 2023 to December 31, 2023

OUR CASH IN RESERVES...

CASH & INVESTMENTS BY FUND

Balances on December 31, 2023 in whole dollars

GENERAL FUND	Dec 2022	Dec 2023
Operating	\$ 24,600,914	\$ 26,510,980
Powell Bill	348,463	322,224
Designated Street CRF	1,085,598	886,952
Petty Cash	1,700	1,700
TOTAL GENERAL FUND	\$ 26,036,675	\$ 27,721,856
CAPITAL RESERVE FUNDS	Dec 2022	Dec 2023
Shoreline Accesses	\$ 217,689	\$ 327,262
Recreation	75,413	179,769
Beach Nourishment	2,845,826	4,895,385
Sidewalks	340,309	131,037
TOTAL CAP RES FUNDS	\$ 3,479,237	\$ 5,533,453
OTHER FUNDS	Dec 2022	Dec 2023
Equity Index Fund OPEB	\$ 275,652	\$ 365,969
Beach Nourishment CPF	620,769	338,616
Fireman's Relief Fund	237,776	236,145
Water Enterprise	9,990,106	11,559,123
Water Cap Res Fund	961,035	588,350
WW Cap Reserve Fund	32,908	42,967
TOTAL OTHER FUNDS	\$ 12,118,246	\$ 13,131,170
GRAND TOTAL-ALL FUNDS	\$ 41,634,158	\$ 46,386,479

OUR CASH FLOWS...

REVENUES & EXPENSES BY FUND

Comparison of FYTD %

GENERAL FUND		Prior FYTD %	Current FYTD %
Fiscal Year Budget		\$ 30,499,759	\$ 27,785,467
Revenues Fiscal Year to Date	\$ 14,407,835	47.24%	51.85%
Expenses Fiscal Year to Date	\$ 11,673,265	38.27%	42.01%
Encumb	\$ 2,630,488		
WATER ENTERPRISE FUND			
Fiscal Year Budget		\$ 5,252,310	\$ 5,688,809
Revenues Fiscal Year to Date	\$ 2,515,363	44.23%	44.22%
Expenses Fiscal Year to Date	\$ 1,934,746	26.83%	34.01%
Encumb	\$ 933,979		
WASTEWATER ENTERPRISE FUND			
Fiscal Year Budget		\$ 230,470	\$ 231,547
Revenues Fiscal Year to Date	\$ 99,323	42.93%	42.90%
Expenses Fiscal Year to Date	\$ 55,730	26.52%	24.07%
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	\$ 3,865,190 35.82%	34.05%
Revenues FYTD	\$ 7,763,736 70.24%	68.39%
SALES & USE TAX		
Fiscal Year Budget	\$ 3,936,385	\$ 4,227,518
Revenues this month	\$ 393,559 9.93%	9.31%
Revenues FYTD	\$ 1,993,523 48.94%	47.16%
OCCUPANCY TAX		
Fiscal Year Budget	\$ 3,998,251	\$ 4,499,242
Revenues this month	\$ 193,069 5.99%	4.29%
Revenues FYTD	\$ 2,646,531 63.83%	58.82%
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	\$ 30,202 4.21%	12.08%
Revenues FYTD	\$ 199,382 58.99%	79.75%
INVESTMENT INCOME		
Fiscal Year Budget	\$ 125,000	\$ 400,000
Revenues this month	\$ 74,968 17.75%	18.74%
Revenues FYTD	\$ 414,327 85.42%	103.58%
WATER ENTERPRISE FUND CUSTOMER-BASED REVENUES		
Fiscal Year Budget	\$ 4,685,892	\$ 4,292,608
Revenues this month	\$ 416,360 8.40%	9.70%
Revenues FYTD	\$ 2,342,914 50.00%	54.58%
WF System Dev Fees YTD	\$ 352,800	
WASTEWTR ENTERPRISE FUND CUSTOMER-BASED REVENUES		
Fiscal Year Budget	\$ 230,470	\$ 231,547
Revenues this month	\$ 22,653 15.39%	9.78%
Revenues FYTD	\$ 98,086 42.93%	42.36%
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...

GENERAL FUND DEPARTMENTS	Comparison of Monthly Expenses		
	Fiscal Year 2024 Budget	This Month's Expenses	
		Dec	YTD
Administration	\$ 1,533,536	\$ 94,382	\$ 692,552
Building & Grounds	3,109,695	82,963	982,979
Beach Nourishment	1,173,019	129,067	153,805
Tax & Finance	1,976,394	186,121	1,038,560
MIS	602,744	37,713	283,464
Fleet Maintenance	632,173	26,631	280,934
Planning	1,295,149	79,942	550,638
Police	5,032,731	304,482	2,361,727
Animal Control	209,818	15,234	100,853
Fire	4,113,327	231,976	1,553,999
Ocean Rescue	980,348	17,780	494,588
Streets	2,520,815	298,745	929,993
Powell Bill	272,000	260	4,652
Solid Waste	4,333,718	248,025	2,244,521
	\$ 27,785,467	\$ 1,753,321	\$ 11,673,265
% of Annual Budget Expended		6.31%	42.01%
WATER ENTERPRISE FUND			
Water Administration	\$ 1,626,263	\$ 63,822	\$ 533,625
Water Plant	1,823,401	93,412	734,624
Water Systems	2,239,145	158,864	666,497
	\$ 5,688,809	\$ 316,098	\$ 1,934,746
% of Annual Budget Expended		6.02%	34.01%
WASTEWATER ENTERPRISE FUND			
Wastewater Department	\$ 231,547	\$ 8,682	\$ 55,730
% of Annual Budget Expended		3.77%	24.07%

TOWN OF KILL DEVIL HILLS
Actual Revenues Compared To Budget
General Fund
DEC 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	\$ 514	\$ 2,500	\$ (1,986)	\$ 13,611	\$ 15,000	\$ (1,389)	\$ 30,000	\$ 11,628	17.05%
Current Year Property Tax	3,702,008	3,976,058	(274,050)	7,231,742	7,688,058	(456,316)	10,414,258	6,582,727	9.86%
Current Year MSD Tax	127,896	160,000	(32,104)	349,029	369,000	(19,971)	497,053	343,122	1.72%
Motor Vehicle Taxes	35,286	36,792	(1,506)	182,966	183,960	(994)	441,498	172,896	5.82%
Tax Penalties and Interest	381	650	(269)	3,440	3,250	190	8,000	(2,762)	224.56%
Business Registration	-	-	-	3,170	8,000	(4,830)	8,000	6,760	-53.11%
Article 40 Sales Tax	42,586	42,282	304	183,102	175,092	8,010	535,795	179,228	2.16%
Article 42 Sales Tax	105,279	102,133	3,146	568,458	560,973	7,485	1,111,555	546,874	3.95%
1% Sales Tax	225,937	221,879	4,058	1,141,889	970,335	171,554	2,366,256	1,102,845	3.54%
MSD Sales Tax	19,757	17,843	1,914	100,075	71,160	28,915	213,912	97,476	2.67%
Occupancy Tax	193,069	281,250	(88,181)	2,646,531	2,723,835	(77,304)	4,499,242	2,552,261	3.69%
Land Transfer Tax	-	-	-	240,948	225,000	15,948	900,000	306,359	-21.35%
Solid Waste Disposal Tax	-	-	-	1,576	1,325	251	5,300	1,465	-
Utilities/Gas Sales Tax	250,194	191,625	58,569	426,210	383,250	42,960	766,500	427,972	-0.41%
Telecommunication Svc Tax	8,617	8,750	(133)	16,912	17,500	(588)	35,000	17,561	-3.69%
Video Programing Tax*	33,547	34,750	(1,203)	67,175	69,500	(2,325)	139,000	72,676	-7.57%
PEG Channel Support	6,452	-	6,452	12,862	-	12,862	-	12,779	0.65%
Wine & Beer Tax	-	-	-	-	-	-	30,000	-	-
ABC Tax	-	7,250	(7,250)	13,968	14,500	(532)	29,000	23,383	-
Mixed Beverage Tax	-	12,500	(12,500)	18,234	25,000	(6,766)	50,000	38,501	-
Powell Bill	168,152	136,000	32,152	304,796	272,000	32,796	272,000	275,550	10.61%
Drug Reimb/forfeiture.	-	-	-	3,794	-	3,794	-	17,161	-77.89%
Building Permit Fees	30,202	20,833	9,369	199,382	125,002	74,380	250,000	250,690	-20.47%
Occupancy Permit & Fees	250	209	41	2,350	1,251	1,099	2,500	2,200	6.82%
Site Plan Review Fees	1,750	1,666	84	27,439	10,004	17,435	20,000	12,145	125.93%
Other Planning Fees	775	333	442	4,075	2,001	2,074	4,000	2,312	76.23%
CAMA Fees	295	125	170	995	750	245	1,500	935	6.42%
Homeowner Recovery Fees	7	8	(1)	26	52	(26)	100	43	-39.53%
Encroachment Fee	-	-	-	2,207	-	2,207	-	-	-
Taxi Ordinance Fees	-	25	(25)	-	150	(150)	300	50	-
A/C Boarding & Rabies Vac	150	180	(30)	1,887	1,080	807	2,150	1,427	32.24%
Dog Licenses	20	83	(63)	200	502	(303)	1,000	163	22.77%
Court Cost & Fees	77	266	(189)	688	1,601	(913)	3,200	716	-3.89%
Finger Print/buy gold Fees	60	83	(23)	340	502	(162)	1,000	680	-50.00%
Purchases For Resale	9,640	13,640	(4,000)	55,770	81,840	(26,070)	163,680	50,847	9.68%
Interest Income	74,968	33,333	41,635	414,327	200,002	214,325	400,000	106,776	288.03%
Mkt adj on Investments	-	-	-	-	-	-	-	-	-
Miscellaneous	2,928	1,833	1,095	46,048	10,998	35,050	50,000	26,619	72.99%
Sale of Fixed Assets	-	1,667	(1,667)	-	10,004	(10,004)	20,000	51,911	-100.00%
Rental Income	15,493	14,860	633	92,625	89,159	3,466	178,319	67,996	36.22%
Contributions	350	-	350	450	-	450	-	453	-0.66%
Lease/ Note Proceeds	-	-	-	-	-	-	-	-	-
Insurance Proceeds	-	-	-	1,158	-	1,158	-	2,972	-61.02%
Water Fund Transfer	-	-	-	-	-	-	522,674	-	-
CRF Transfer	-	-	-	-	-	-	-	-	-
Grants & Restricted	2,500	-	2,500	27,383	12,200	15,183	14,050	217,643	-87.42%
Powell Bill Appropriation	-	-	-	-	-	-	-	-	0.00%
Total Revenues	\$ 5,059,140	\$ 5,321,406	\$ (262,266)	\$ 14,407,835	14,323,836	\$ 84,000	\$ 23,986,842	\$ 13,583,041	6.07%
Prior YTD	\$ 4,819,348	\$ 8,546,706	\$ (3,727,433)	\$ 13,583,041	\$ 17,115,431	(3,532,390)	\$ 28,403,670		
**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

12/14/2023

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 \$120,000.00 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
-fired Before
Jan 1, 2015

Agency

92821-TOWN OF KILL DEVIL HILLS

Member ID

[REDACTED]

Name

[REDACTED]

* PLEASE FORWARD TO YOUR CHIEF FINANCIAL OFFICER OR BUDGET ADMINISTRATOR