



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

March 6, 2024

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Monthly Report - January 2024

Administration Department			
Administration Division			
Metric	Current Month January 2024	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	3	1
Personnel Grievances Filed	0	0	0
Buildings and Grounds Division			
B & G Maintenance Expenditures	\$25,001	\$36,174	\$35,396
Access/Recreation Facility Expenditures	\$3,376	\$35,562	\$19,391

Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	96	551	432
Fleet Division			
Number of Vehicle Work Orders	48	362	400
Outsourced Vehicle Repairs	\$0	\$12,431	\$43,320
In-shop Vehicle Repairs	\$16,050	\$105,156	\$79,964

Planning and Inspections Department			
Metric	Current Month January 2024	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Site Inspections	489	3,549	3,921
Plans Reviewed	8	53	62
Grant Applications Completed (Total)	-	-	\$424,980.00
KDH PORTION (value applied for, not received)	-	-	\$212,490.00
Building Permits Issued	82	640	693
TOTAL Fees	\$29,880.40	\$258,151.11	\$295,122.52

Police Department			
Metric	Current Month January 2024	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Dispatched Calls	1,705	11,491	11,228
Dispatched Calls per Patrol Officer	85	573	562
Self-Initiated Calls	1,375	8,129	7,769
UCR Part 1 Crimes	12	180	223
Animal Control Division			
Animal Impoundments	10	51	47
Civil Citations Issued	6	29	11
Non-dispatched Services	111	656	496

Public Services Department

Water Division

Metric	Current Month January 2024	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Number of Water Taps Sold	5	28	47
Total Work Orders Completed	313	1,933	1,705
Gallons Consumed	24,083,000	271,167,000	271,934,000

Streets Division

Asphalt Repair - Hot Mix (tons)	0	20	10
Asphalt Repair - Cold Patch	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 December 2023	2022/2023 Fiscal Year to Date	2021/2022 Fiscal Year to Date
Outer Banks Hauling # of stops	(-) 12	1,016	1,064
Outer Banks Hauling - Tonnage	13.84	143.17	146.90
SW- Commercial -Trips to Dare County Transfer Station	44	396	380
SW - Commercial - Tonnage	269.29	2,773.33	2,784.01
Residential - Trips to Dare County Transfer Station	40	340	348
Residential - Tonnage	293.15	2,689.36	2,720.83
Recycling - Trips to Dare County Recycling Center	11	71	74
Recycling - Tonnage	13.84	105.25	122.15
White Goods / Metal Recycled - Trips to Dare County Recycling	2	29	32
White Goods / Metal Recycled - Tonnage	5.89	96.89	100.75
C & D - Trips to Stumpy Point Landfill	11	86	90
C & D - Tonnage	63.61	446.90	417.85

Fire Department			
Metric	Current Month January 2024	2024 YTD	2023 YTD
Total Number of Incidents	118	118	110
Total Number of Fires	5	5	0
Rescue & EMS	64	64	61
Hazardous Condition (no fire)	10	10	7
Service Call	17	17	18
Good Intent	10	10	11
False Alarm & False Call	12	12	13
Severe Weather/Natural Disaster	0	0	0
Average Response Time Overall	4:23 minutes	4:23 minutes	4:01 minutes
Average Response Time North of Colington Rd	3:57 minutes	3:57 minutes	3:43 minutes
Average Response Time South of Colington Rd	4:45 minutes	4:45 minutes	4:32 minutes
% 1st due Unit Arrival within 5 minutes Overall	69.33%	69.33%	86.89%
% 1st Due Unit Arrival within 5 minutes North of Colington Rd	82.35%	82.35%	94.74%
% 1st Due Unit Arrival within 5 minutes South of Colington Rd	58.54%	58.54%	73.91%
Training Hours	472	472	704
Ocean Rescue Division			
Ocean Rescue - Beach Population	Will resume in the spring.		
Ocean Rescue - Total Incidents			
Assist/Rescues			

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: January 1, 2024 to January 31, 2024

OUR CASH IN RESERVES...

CASH & INVESTMENTS BY FUND

Balances on January 31, 2024 in whole dollars

GENERAL FUND	Jan 2023	Jan 2024
Operating	\$ 25,049,148	\$ 27,464,357
Powell Bill	58,599	318,694
Designated Street CRF	1,102,587	682,788
Petty Cash	1,700	1,700
TOTAL GENERAL FUND	\$ 26,212,035	\$ 28,467,539
CAPITAL RESERVE FUNDS	Jan 2023	Jan 2024
Shoreline Accesses	\$ 218,001	\$ 327,847
Recreation	75,521	180,090
Beach Nourishment	3,810,462	4,904,128
Sidewalks	303,464	131,272
TOTAL CAP RES FUNDS	\$ 4,407,448	\$ 5,543,337
OTHER FUNDS	Jan 2023	Jan 2024
Equity Index Fund OPEB	\$ 275,652	\$ 340,856
Beach Nourishment CPF	673,234	339,221
Fireman's Relief Fund	248,085	236,566
Water Enterprise	10,854,461	11,190,272
Water Cap Res Fund	818,731	628,371
WW Cap Reserve Fund	34,318	43,044
TOTAL OTHER FUNDS	\$ 15,258,850	\$ 12,778,330
GRAND TOTAL-ALL FUNDS	\$ 45,878,333	\$ 46,789,205

OUR CASH FLOWS...

REVENUES & EXPENSES BY FUND

Comparison of FYTD %

GENERAL FUND	Prior FYTD %	Current FYTD %
Fiscal Year Budget	\$ 30,528,563	\$ 27,789,655
Revenues Fiscal Year to Date	\$ 16,993,698 55.66%	\$ 16,993,698 61.15%
Expenses Fiscal Year to Date	\$ 13,462,332 44.10%	\$ 13,462,332 48.44%
Encumb	\$ 3,178,700	
WATER ENTERPRISE FUND		
Fiscal Year Budget	\$ 5,255,920	\$ 5,688,809
Revenues Fiscal Year to Date	\$ 2,791,613 59.93%	\$ 2,791,613 49.07%
Expenses Fiscal Year to Date	\$ 2,839,811 30.56%	\$ 2,839,811 49.92%
Encumb	\$ 433,966	
WASTEWATER ENTERPRISE FUND		
Fiscal Year Budget	\$ 230,470	\$ 231,547
Revenues Fiscal Year to Date	\$ 100,124 44.10%	\$ 100,124 43.24%
Expenses Fiscal Year to Date	\$ 67,087 30.94%	\$ 67,087 28.97%
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 month	\$ 1,805,658 12.55%	\$ 1,805,658 15.90%
Revenues FYTD	\$ 9,569,394 82.79%	\$ 9,569,394 84.29%
SALES & USE TAX		
Fiscal Year Budget	\$ 3,936,385	\$ 4,227,518
Revenues this month	\$ 289,811 7.97%	\$ 289,811 6.86%
Revenues FYTD	\$ 2,283,334 56.91%	\$ 2,283,334 54.01%
OCCUPANCY TAX		
Fiscal Year Budget	\$ 3,998,251	\$ 4,499,242
Revenues this month	\$ 101,259 2.56%	\$ 101,259 2.25%
Revenues FYTD	\$ 2,747,790 66.39%	\$ 2,747,790 61.07%
LAND TRANSFER TAX		
Fiscal Year Budget	\$ 1,000,000	\$ 900,000
Revenues this month	\$ 231,095 22.93%	\$ 231,095 25.68%
Revenues FYTD	\$ 472,043 53.56%	\$ 472,043 52.45%
BUILDING PERMIT FEES		
Fiscal Year Budget	\$ 425,000	\$ 250,000
Revenues this month	\$ 24,144 6.61%	\$ 24,144 9.66%
Revenues FYTD	\$ 223,526 65.59%	\$ 223,526 89.41%
INVESTMENT INCOME		
Fiscal Year Budget	\$ 125,000	\$ 400,000
Revenues this month	\$ 57,320 28.96%	\$ 57,320 14.33%
Revenues FYTD	\$ 471,647 114.38%	\$ 471,647 117.91%
WATER ENTERPRISE FUND CUSTOMER-BASED REVENUES		
Fiscal Year Budget	\$ 4,685,892	\$ 4,292,608
Revenues this month	\$ 252,403 5.10%	\$ 252,403 5.88%
Revenues FYTD	\$ 2,595,317 53.63%	\$ 2,595,317 60.46%
WF System Dev Fees YTD	\$ 391,700	
WASTEWTR ENTERPRISE FUND CUSTOMER-BASED REVENUES		
Fiscal Year Budget	\$ 230,470	\$ 231,547
Revenues this month	\$ 610 0.17%	\$ 610 0.26%
Revenues FYTD	\$ 98,696 44.10%	\$ 98,696 42.62%
WWF Sys Dev Fees YTD	\$ 4,662	

EXPENDITURES AT A GLANCE...

GENERAL FUND DEPARTMENTS	Comparison of Monthly Expenses		
	Fiscal Year 2024 BUDGET	This Month's Expenses	
		Jan	YTD
Administration	\$ 1,533,536	\$ 100,387	\$ 792,939
Building & Grounds	3,109,695	317,462	1,300,441
Beach Nourishment	1,173,019	1,106	154,911
Tax & Finance	1,976,394	126,106	1,164,666
MIS	602,744	34,526	317,990
Fleet Maintenance	632,173	75,708	356,642
Planning	1,295,149	82,783	633,421
Police	5,032,731	313,257	2,674,984
Animal Control	209,818	15,868	116,721
Fire	4,113,327	248,962	1,802,961
Ocean Rescue	980,348	11,374	505,962
Streets	2,525,003	291,986	1,221,979
Powell Bill	272,000	4,099	8,751
Solid Waste	4,333,718	165,443	2,409,964
	\$ 27,789,655	\$ 1,789,067	\$ 13,462,332
% of Annual Budget Expended		6.44%	48.44%
WATER ENTERPRISE FUND			
Water Administration	\$ 1,626,263	\$ 69,510	\$ 603,135
Water Plant	1,823,401	264,031	998,655
Water Systems	2,239,145	571,524	1,238,021
	\$ 5,688,809	\$ 905,065	\$ 2,839,811
% of Annual Budget Expended		15.91%	49.92%
WASTEWATER ENTERPRISE FUND			
Wastewater Department	\$ 231,547	\$ 11,357	\$ 67,087
% of Annual Budget Expended		4.90%	28.97%

TOWN OF KILL DEVIL HILLS
Actual Revenues Compared To Budget
General Fund
JAN 2024 (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	\$ 136	\$ 2,500	\$ (2,364)	\$ 13,747	\$ 17,500	\$ (3,753)	\$ 30,000	\$ 12,066	13.93%
Current Year Property Tax	1,698,342	1,500,000	198,342	8,930,084	9,188,058	(257,974)	10,414,258	7,747,897	15.26%
Current Year MSD Tax	73,433	114,595	(41,162)	422,462	483,595	(61,133)	497,053	415,412	1.70%
Motor Vehicle Taxes	33,883	36,792	(2,909)	216,849	220,752	(3,903)	441,498	203,316	6.66%
Tax Penalties and Interest	317	850	(533)	3,757	4,100	(343)	8,000	(2,831)	232.69%
Business Registration	50	-	50	3,220	8,000	(4,780)	8,000	6,835	-52.89%
Article 40 Sales Tax	42,984	42,460	524	226,086	217,551	8,534	535,795	221,756	1.95%
Article 42 Sales Tax	65,659	70,518	(4,859)	634,117	631,491	2,626	1,111,555	622,165	1.92%
1% Sales Tax	166,619	173,097	(6,478)	1,308,508	1,143,432	165,076	2,366,256	1,282,886	2.00%
MSD Sales Tax	14,549	17,844	(3,295)	114,624	89,004	25,620	213,912	113,351	1.12%
Occupancy Tax	101,259	67,500	33,759	2,747,790	2,791,335	(43,545)	4,499,242	2,654,634	3.51%
Land Transfer Tax	231,095	225,000	6,095	472,043	450,000	22,043	900,000	535,633	-11.87%
Solid Waste Disposal Tax	-	-	-	1,576	1,325	251	5,300	1,465	-
Utilities/Gas Sales Tax	-	-	-	426,210	383,250	42,960	766,500	427,972	-0.41%
Telecommunication Svc Ta:	-	-	-	16,912	17,500	(588)	35,000	17,561	-3.69%
Video Programing Tax*	-	-	-	67,175	69,500	(2,325)	139,000	72,676	-7.57%
PEG Channel Support	-	-	-	12,862	-	12,862	-	12,779	0.65%
Wine & Beer Tax	-	-	-	-	-	-	30,000	-	-
ABC Tax	12,531	-	12,531	26,499	14,500	11,999	29,000	23,383	13.33%
Mixed Beverage Tax	21,184	-	21,184	39,418	25,000	14,418	50,000	38,501	2.38%
Powell Bill	-	-	-	304,796	272,000	32,796	272,000	275,550	10.61%
Drug Reimb/forfeiture.	850	-	850	4,644	-	4,644	-	17,208	-73.02%
Building Permit Fees	24,144	20,833	3,311	223,526	145,835	77,691	250,000	278,777	-19.82%
Occupancy Permit & Fees	50	208	(158)	2,400	1,459	941	2,500	2,700	-11.11%
Site Plan Review Fees	5,686	1,666	4,020	33,125	11,670	21,455	20,000	13,495	145.46%
Other Planning Fees	325	333	(8)	4,400	2,334	2,066	4,000	9,961	-55.83%
CAMA Fees	400	125	275	1,395	875	520	1,500	1,135	22.91%
Homeowner Recovery Fees	4	8	(4)	30	60	(30)	100	46	-34.78%
Encroachment Fee	-	-	-	2,207	-	2,207	-	-	-
Taxi Ordinance Fees	-	25	(25)	-	175	(175)	300	50	-100.00%
A/C Boarding & Rabies Vac	100	180	(80)	1,987	1,260	727	2,150	1,848	7.52%
Dog Licenses	180	83	97	380	585	(206)	1,000	348	9.21%
Court Cost & Fees	72	266	(194)	760	1,867	(1,107)	3,200	846	-10.22%
Finger Print/buy gold Fees	20	83	(63)	360	585	(225)	1,000	730	-50.68%
Purchases For Resale	4,696	13,640	(8,944)	60,466	95,480	(35,014)	163,680	57,347	5.44%
Interest Income	57,320	33,333	23,987	471,647	233,335	238,312	400,000	142,980	229.87%
Mkt adj on Investments	-	-	-	-	-	-	-	-	-
Miscellaneous	5,137	1,833	3,304	51,185	12,831	38,354	50,000	31,992	59.99%
Sale of Fixed Assets	7,200	1,666	5,534	7,200	11,670	(4,470)	20,000	51,911	-86.13%
Rental Income	15,519	14,860	659	108,144	104,019	4,125	178,319	79,312	36.35%
Contributions	125	-	125	575	-	575	-	453	26.93%
Lease/ Note Proceeds	-	-	-	-	-	-	-	-	-
Insurance Proceeds	1,994	-	1,994	3,152	-	3,152	-	13,782	-77.13%
Water Fund Transfer	-	-	-	-	-	-	522,674	-	-
CRF Transfer	-	-	-	-	-	-	-	-	-
Grants & Restricted	-	-	-	27,383	12,200	15,183	18,238	217,643	-87.42%
Powell Bill Appropriation	-	-	-	-	-	-	-	-	0.00%
Total Revenues	\$ 2,585,863	\$ 5,321,406	\$ 245,565	\$ 16,993,698	16,664,133	\$ 329,565	\$ 23,991,030	\$ 15,605,571	8.90%
Prior YTD	\$ 2,022,530	\$ 2,026,933	\$ (4,477)	\$ 15,605,571	\$ 19,142,364	(3,536,793)	\$ 25,941,529		
**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

1/18/2024

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
-lired 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