



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

April 8, 2024

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Monthly Report - February 2024

Administration Department			
Administration Division			
Metric	Current Month February 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	2
Personnel Grievances Filed	0	0	0
Buildings and Grounds Division			
B & G Maintenance Expenditures	\$3,572	\$39,746	\$92,370
Access/Recreation Facility Expenditures	\$2,890	\$38,452	\$26,847

Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	80	631	513
Fleet Division			
Number of Vehicle Work Orders	59	421	445
Outsourced Vehicle Repairs	\$0	\$12,431	\$43,320
In-shop Vehicle Repairs	\$15,367	\$120,523	\$85,097

Planning and Inspections Department

Metric	Current Month February 2024	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Site Inspections	485	4,034	4,491
Plans Reviewed	7	60	73
Grant Applications Completed (Total)	-	-	-
KDH PORTION (value applied for, not received)	-	-	-
Building Permits Issued	94	734	790
TOTAL Fees	\$22,540.40	\$280,691.51	\$341,480.22

Police Department

Metric	Current Month February 2024	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Dispatched Calls	1,039	12,530	12,248
Dispatched Calls per Patrol Officer	52	625	613
Self-Initiated Calls	675	8,804	8,432
UCR Part 1 Crimes	8	188	237
Animal Control Division			
Animal Impoundments	4	55	58
Civil Citations Issued	2	31	13
Non-dispatched Services	63	719	559

Public Services Department

Water Division

Metric	Current Month February 2024	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Number of Water Taps Sold	1	29	56
Total # Work Orders Completed	287	2,220	1,956
Gallons Consumed	22,125,000	293,292,000	293,943,000

Streets Division

Asphalt Repair - Hot Mix (tons)	0	20	10
Asphalt Repair - Cold Patch (bags)	0	0	18

Wastewater Division

Total wastewater allocation sold (gallons)	0	360	240
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	12,370

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 January 2024	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Outer Banks Hauling # of stops	(-) 1	1,015	1,064
Outer Banks Hauling - Tonnage	24.96	168.13	174.62
SW- Commercial -Trips to Dare County Transfer Station	50	446	433
SW - Commercial - Tonnage	281.33	3,054.66	3,125.74
Residential - Trips to Dare County Transfer Station	49	389	392
Residential - Tonnage	366.16	3,055.52	3,091.14
Recycling - Trips to Dare County Recycling Center	14	85	86
Recycling - Tonnage	27.46	132.71	138.17
White Goods / Metal Recycled - Trips to Dare County Recycling	6	35	36
White Goods / Metal Recycled - Tonnage	21.15	118.04	111.37
C & D - Trips to Stumpy Point Landfill	11	97	105
C & D - Tonnage	60.58	507.48	497.67

Fire Department			
Metric	Current Month February 2024	2024 YTD	2023 YTD
Total Number of Incidents	130	248	199
Total Number of Fires	6	11	1
Rescue & EMS	82	146	115
Hazardous Condition (no fire)	7	17	11
Service Call	13	30	32
Good Intent	14	24	20
False Alarm & False Call	8	20	20
Severe Weather/Natural Disaster	0	0	0
Average Response Time Overall	4:08 minutes	4:15 minutes	3:54 minutes
Average Response Time North of Colington Rd	3:43 minutes	3:50 minutes	3:29 minutes
Average Response Time South of Colington Rd	4:30 minutes	4:37 minutes	4:28 minutes
% 1st due Unit Arrival within 5 minutes Overall	77.33%	73.33%	86.30%
% 1st Due Unit Arrival within 5 minutes North of Colington Rd	85.71%	84.03%	93.67%
% 1st Due Unit Arrival within 5 minutes South of Colington Rd	70.00%	64.27%	75.59%
Training Hours	487	959	1,220
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: February 1, 2024 to February 29, 2024

OUR CASH IN RESERVES...

CASH & INVESTMENTS BY FUND

Balances on February 29, 2024 in whole dollars

GENERAL FUND	Feb 2023	Feb 2024
Operating	\$ 28,844,711	\$ 28,559,112
Powell Bill	32,594	313,360
Designated Street CRF	985,691	661,139
Petty Cash	1,700	1,700
TOTAL GENERAL FUND	\$ 29,864,696	\$ 29,535,311
CAPITAL RESERVE FUNDS	Feb 2023	Feb 2024
Shoreline Accesses	\$ 218,326	\$ 328,819
Recreation	75,634	180,625
Beach Nourishment	3,816,145	4,918,674
Sidewalks	303,917	131,661
TOTAL CAP RES FUNDS	\$ 4,414,021	\$ 5,559,779
OTHER FUNDS	Feb 2023	Feb 2024
Equity Index Fund OPEB	\$ 275,652	\$ 384,056
Beach Nourishment CPF	671,499	354,801
Fireman's Relief Fund	248,455	248,588
Water- WW Enterprise	10,832,537	11,700,042
Water Cap Res Fund	901,464	647,031
WW Cap Reserve Fund	37,482	44,950
TOTAL OTHER FUNDS	\$ 15,324,968	\$ 13,379,468
GRAND TOTAL-ALL FUNDS	\$ 49,603,685	\$ 48,474,558

OUR CASH FLOWS...

REVENUES & EXPENSES BY FUND

Comparison of FYTD %

GENERAL FUND	Prior FYTD %	Current FYTD %
Fiscal Year Budget	\$ 30,531,064	\$ 27,789,655
Revenues Fiscal Year to Date	\$ 18,126,919 62.57%	\$ 18,126,919 65.23%
Expenses Fiscal Year to Date	\$ 15,167,344 45.34%	\$ 15,167,344 54.58%
Encumb	\$ 2,730,927	
WATER ENTERPRISE FUND		
Fiscal Year Budget	\$ 5,255,920	\$ 5,688,809
Revenues Fiscal Year to Date	\$ 3,645,819 68.12%	\$ 3,645,819 64.09%
Expenses Fiscal Year to Date	\$ 3,098,573 35.51%	\$ 3,098,573 54.47%
Encumb	\$ 474,082	
WASTEWATER ENTERPRISE FUND		
Fiscal Year Budget	\$ 230,470	\$ 231,547
Revenues Fiscal Year to Date	\$ 107,222 48.46%	\$ 107,222 46.31%
Expenses Fiscal Year to Date	\$ 76,833 36.04%	\$ 76,833 33.18%
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	\$ 1,343,232 14.64%	\$ 1,343,232 11.83%
Revenues FYTD	\$ 10,912,626 97.55%	\$ 10,912,626 96.12%
SALES & USE TAX		
Fiscal Year Budget	\$ 3,936,385	\$ 4,227,518
Revenues this month	\$ 279,185 6.21%	\$ 279,185 6.60%
Revenues FYTD	\$ 2,562,519 63.12%	\$ 2,562,519 60.62%
OCCUPANCY TAX		
Fiscal Year Budget	\$ 3,998,251	\$ 4,499,242
Revenues this month	\$ 75,353 1.40%	\$ 75,353 1.67%
Revenues FYTD	\$ 2,823,143 67.79%	\$ 2,823,143 62.75%
LAND TRANSFER TAX		
Fiscal Year Budget	\$ 1,000,000	\$ 900,000
Revenues this month	\$ - 0.00%	\$ - 0.00%
Revenues FYTD	\$ 472,043 53.56%	\$ 472,043 52.45%
BUILDING PERMIT FEES		
Fiscal Year Budget	\$ 425,000	\$ 250,000
Revenues this month	\$ 21,191 10.48%	\$ 21,191 8.48%
Revenues FYTD	\$ 244,717 76.08%	\$ 244,717 97.89%
INVESTMENT INCOME		
Fiscal Year Budget	\$ 125,000	\$ 400,000
Revenues this month	\$ 98,308 34.92%	\$ 98,308 24.58%
Revenues FYTD	\$ 409,953 149.31%	\$ 409,953 102.49%
WATER ENTERPRISE FUND CUSTOMER-BASED REVENUES		
Fiscal Year Budget	\$ 4,685,892	\$ 4,292,608
Revenues this month	\$ 392,151 8.70%	\$ 392,151 9.14%
Revenues FYTD	\$ 2,987,468 62.33%	\$ 2,987,468 69.60%
WF System Dev Fees YTD	\$ 397,700	
WASTEWTR ENTERPRISE FUND CUSTOMER-BASED REVENUES		
Fiscal Year Budget	\$ 230,470	\$ 231,547
Revenues this month	\$ 4,490 4.30%	\$ 4,490 1.94%
Revenues FYTD	\$ 103,186 47.18%	\$ 103,186 44.56%
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 Feb	YTD
Administration	\$ 1,533,536	\$ 90,633	\$ 883,572
Building & Grounds	3,109,695	68,988	1,369,429
Beach Nourishment	1,173,019	873	155,784
Tax & Finance	1,976,394	143,840	1,308,506
MIS	602,744	19,440	337,430
Fleet Maintenance	632,173	4,538	361,180
Planning	1,295,149	65,795	699,216
Police	5,032,731	235,131	2,910,115
Animal Control	209,818	13,273	129,994
Fire	4,113,327	177,194	1,980,155
Ocean Rescue	980,348	12,252	441,563
Streets	2,525,003	313,074	1,535,053
Powell Bill	272,000	4,083	12,834
Solid Waste	4,333,718	632,549	3,042,513
	\$ 27,789,655	\$ 1,781,663	\$ 15,167,344
% of Annual Budget Expended		6.41%	54.58%
WATER ENTERPRISE FUND			
Water Administration	\$ 1,626,263	\$ 63,929	\$ 667,064
Water Plant	1,823,401	82,138	1,080,793
Water Systems	2,239,145	112,695	1,350,716
	\$ 5,688,809	\$ 258,762	\$ 3,098,573
% of Annual Budget Expended		4.55%	54.47%
WASTEWATER ENTERPRISE FUND			
Wastewater Department	\$ 231,547	\$ 8,757	\$ 76,833
% of Annual Budget Expended		3.78%	33.18%

TOWN OF KILL DEVIL HILLS
Actual Revenues Compared To Budget
General Fund
FEB 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	\$ 557	\$ 2,500	\$ (1,943)	\$ 14,304	\$ 20,000	\$ (5,696)	\$ 30,000	\$ 12,594	13.58%
Current Year Property Tax	1,250,364	941,000	309,364	10,180,448	10,129,058	51,390	10,414,258	9,123,256	11.59%
Current Year MSD Tax	57,779	13,458	44,321	480,241	497,053	(16,812)	497,053	485,266	-1.04%
Motor Vehicle Taxes	35,089	36,792	(1,703)	251,938	257,544	(5,606)	441,498	237,733	5.98%
Tax Penalties and Interest	2,203	650	1,553	5,960	4,750	1,210	8,000	(624)	1055.86%
Business Registration	87	-	87	3,307	8,000	(4,693)	8,000	6,835	-51.62%
Article 40 Sales Tax	44,797	45,642	(845)	270,883	263,193	7,689	535,795	263,475	2.81%
Article 42 Sales Tax	59,724	61,210	(1,486)	693,841	692,701	1,140	1,111,555	671,864	3.27%
1% Sales Tax	160,649	163,669	(3,020)	1,469,157	1,307,101	162,056	2,366,256	1,423,590	3.20%
MSD Sales Tax	14,015	17,844	(3,829)	128,639	106,848	21,791	213,912	125,723	2.32%
Occupancy Tax	75,353	67,500	7,853	2,823,143	2,858,835	(35,692)	4,499,242	2,710,503	4.16%
Land Transfer Tax	-	-	-	472,043	450,000	22,043	900,000	535,633	-11.87%
Solid Waste Disposal Tax	1,579	1,325	254	3,155	2,650	505	5,300	3,224	
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	3,816	-	3,816	30,315	14,500	15,815	29,000	27,500	10.24%
Mixed Beverage Tax	8,526	-	8,526	47,944	25,000	22,944	50,000	45,814	4.65%
Powell Bill	-	-	-	304,796	272,000	32,796	272,000	275,550	10.61%
Drug Reimb/forfeiture.	23	-	23	4,667	-	4,667	-	17,208	-72.88%
Building Permit Fees	21,191	20,833	358	244,717	166,668	78,049	250,000	323,335	-24.31%
Occupancy Permit & Fees	400	208	192	2,800	1,667	1,133	2,500	2,900	-3.45%
Site Plan Review Fees	950	1,666	(716)	34,075	13,336	20,739	20,000	15,095	125.74%
Other Planning Fees	675	334	341	5,075	2,668	2,407	4,000	10,236	-50.42%
CAMA Fees	300	125	175	1,695	1,000	695	1,500	1,520	11.51%
Homeowner Recovery Fees	2	8	(6)	32	68	(36)	100	56	-42.86%
Encroachment Fee	-	-	-	2,207	-	2,207	-	-	
Taxi Ordinance Fees	25	25	-	25	200	(175)	300	50	-50.00%
A/C Boarding & Rabies Vac	117	180	(63)	2,104	1,440	664	2,150	1,912	10.04%
Dog Licenses	95	83	12	475	668	(194)	1,000	418	13.65%
Court Cost & Fees	99	266	(167)	859	2,133	(1,274)	3,200	1,029	-16.55%
Finger Print/buy gold Fees	60	83	(23)	420	668	(248)	1,000	780	-46.15%
Purchases For Resale	10,393	13,640	(3,247)	70,859	109,120	(38,261)	163,680	64,383	10.06%
Interest Income	98,308	33,333	64,975	409,953	266,668	143,285	400,000	186,632	119.66%
Mkt adj on Investments	-	-	-	-	-	-	-	-	
Miscellaneous	5,182	1,833	3,349	56,367	14,664	41,703	50,000	34,892	61.55%
Sale of Fixed Assets	-	1,666	(1,666)	7,200	13,336	(6,136)	20,000	51,911	-86.13%
Rental Income	15,519	14,860	659	123,663	118,879	4,784	178,319	85,024	45.45%
Contributions	-	-	-	575	-	575	-	453	26.93%
Lease/ Note Proceeds	-	-	-	-	-	-	-	-	
Insurance Proceeds	2,750	-	2,750	5,902	-	5,902	-	13,782	-57.17%
Water Fund Transfer	-	-	-	-	-	-	522,674	-	
CRF Transfer	-	-	-	-	-	-	-	-	
Grants & Restricted	-	-	-	27,383	12,200	15,183	18,238	836,383	-96.73%
Powell Bill Appropriation	-	-	-	-	-	-	-	-	0.00%
Total Revenues	\$ 1,870,627	\$ 1,440,733	\$ 429,894	\$ 18,704,323	18,104,866	\$ 599,456	\$ 23,991,030	\$ 18,126,919	3.19%
Prior YTD	\$ 2,521,290	\$ 1,954,166	\$ 566,864	\$ 18,126,919	\$ 17,434,361	692,557	\$ 25,944,029		
**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

2/15/2024

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.mym Retirement.com

John F. Foy
STATE TREASURER OF NORTH CAROLINA
DALE R. FOIWELL, 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