



TOWN OF KILL DEVIL HILLS
Land Where Flight Began

MEMORANDUM

May 13, 2024

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Monthly Report - March 2024

Administration Department			
Administration Division			
Metric	Current Month March 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)	1	4	2
Personnel Grievances Filed	0	0	0
Buildings and Grounds Division			
B & G Maintenance Expenditures	\$1,108	\$40,854	\$95,631
Access/Recreation Facility Expenditures	\$1,693	\$41,511	\$33,494

Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	58	689	625
Fleet Division			
Number of Vehicle Work Orders	38	459	500
Outsourced Vehicle Repairs	\$16,568	\$28,999	\$43,320
In-shop Vehicle Repairs	\$16,837	\$137,360	\$103,502

Planning and Inspections Department			
Metric	Current Month March 2024	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Site Inspections	473	4,507	5,105
Plans Reviewed	4	64	80
Grant Applications Completed (Total)	-	-	-
KDH PORTION (value applied for, not received)	-	-	-
Building Permits Issued	71	805	910
TOTAL Fees	\$31,518.75	\$312,210.26	\$368,487.12

Police Department			
Metric	Current Month March 2024	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Dispatched Calls	1,412	13,942	13,663
Dispatched Calls per Patrol Officer	71	696	684
Self-Initiated Calls	1,011	9,815	9,381
UCR Part 1 Crimes	18	206	256
Animal Control Division			
Animal Impoundments	6	61	64
Civil Citations Issued	5	36	13
Non-dispatched Services	44	763	628

Public Services Department

Water Division

Metric	Current Month March 2024	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Number of Water Taps Sold	1	30	58
Total # Work Orders Completed	8	24	28
Gallons Consumed	28,247,000	321,539,000	320,648,000

Streets Division

Asphalt Repair - Hot Mix (tons)	0	20	10
Asphalt Repair - Cold Patch	13	13	18

Wastewater Division

Total wastewater allocation sold	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 February 2024	2023/2024 Fiscal Year to Date	2022/2023 Fiscal Year to Date
Outer Banks Hauling # of stops	(-) 21	994	1,059
Outer Banks Hauling - Tonnage	18.68	186.81	194.14
SW- Commercial -Trips to Dare County Transfer Station	48	494	477
SW - Commercial - Tonnage	257.83	3,312.49	3,385.79
Residential - Trips to Dare County Transfer Station	37	426	429
Residential - Tonnage	263.14	3,318.66	3,375.19
Recycling - Trips to Dare County Recycling Center	12	97	96
Recycling - Tonnage	13.44	146.15	157.61
White Goods / Metal Recycled - Trips to Dare County Recycling	3	38	40
White Goods / Metal Recycled - Tonnage	10.07	128.11	122.94
C & D - Trips to Stumpy Point Landfill	13	110	118
C & D - Tonnage	71.62	579.1	560.87

Fire Department			
Metric	Current Month March 2024	2024 YTD	2023 YTD
Total Number of Incidents	165	413	336
Total Number of Fires	2	13	4
Rescue & EMS	88	234	199
Hazardous Condition (no fire)	14	31	22
Service Call	26	56	47
Good Intent	23	47	32
False Alarm & False Call	12	32	32
Severe Weather/Natural Disaster	0	0	0
Average Response Time Overall	4:17 minutes	4:16 minutes	4:00 minutes
Average Response Time North of Colington Rd	3:38 minutes	3:46 minutes	3:32 minutes
Average Response Time South of Colington Rd	4:44 minutes	4:39 minutes	4:30 minutes
% 1st due Unit Arrival within 5 minutes Overall	70.41%	72.36%	81.46%
% 1st Due Unit Arrival within 5 minutes North of Colington Rd	90.00%	86.02%	91.61%
% 1st Due Unit Arrival within 5 minutes South of Colington Rd	58.62%	62.39%	71.15%
Training Hours	914	1,873	2,501
Ocean Rescue Division			
Ocean Rescue - Beach Population	5,052	5,052	-
Ocean Rescue - Total Incidents	6	6	-
Assist/Rescues	0	0	-

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: March 1, 2024 to March 31, 2024

OUR CASH IN RESERVES...		
CASH & INVESTMENTS BY FUND		
Balances on March 31, 2024 in whole dollars		
GENERAL FUND	Mar 2023	Mar 2024
Operating	\$ 27,435,556	\$ 28,452,399
Powell Bill	26,607	316,569
Designated Street CRF	699,593	470,328
Petty Cash	1,700	1,700
TOTAL GENERAL FUND	\$ 28,163,456	\$ 29,240,996
CAPITAL RESERVE FUNDS	Mar 2023	Mar 2024
Shoreline Accesses	\$ 218,942	\$ 329,888
Recreation	75,847	181,212
Beach Nourishment	3,826,916	4,934,658
Sidewalks	345,203	132,089
TOTAL CAP RES FUNDS	\$ 4,466,909	\$ 5,577,847
OTHER FUNDS	Mar 2023	Mar 2024
Equity Index Fund OPEB	\$ 275,652	\$ 396,040
Beach Nourishment CPF	602,436	355,954
ARP SRF	2,362,246	-
Fireman's Relief Fund	248,915	249,396
Water/ WW Enterprise	10,787,652	11,062,510
Water Cap Res Fund	915,155	677,626
WW Cap Reserve Fund	37,551	45,096
TOTAL OTHER FUNDS	\$ 15,229,607	\$ 12,786,622
GRAND TOTAL-ALL FUNDS	\$ 47,859,973	\$ 47,605,465

OUR CASH FLOWS...			
REVENUES & EXPENSES BY FUND		Comparison of FYTD %	
GENERAL FUND		Prior FYTD %	Current FYTD %
Fiscal Year Budget		\$ 30,868,087	\$ 27,794,654
Revenues Fiscal Year to Date	\$ 20,291,137	65.13%	73.00%
Expenses FYTD	\$ 16,927,126	53.53%	60.90%
Encumb	\$ 2,982,976		
WATER ENTERPRISE FUND			
Fiscal Year Budget		\$ 5,657,570	\$ 5,688,809
Revenues Fiscal Year to Date	\$ 3,584,621	69.96%	63.01%
Expenses & FYTD	\$ 4,054,656	42.96%	71.27%
Encumb	\$ 302,766		
WASTEWATER ENTERPRISE FUND			
Fiscal Year Budget		\$ 230,470	\$ 231,547
Revenues Fiscal Year to Date	\$ 139,763	62.43%	60.36%
Expenses & FYTD	\$ 104,889	44.15%	45.30%
Encumb	\$ 21,187		

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	\$ 262,099	1.87%	2.31%
Revenues FYTD	\$ 11,174,726	99.30%	98.43%
SALES & USE TAX			
Fiscal Year Budget	\$ 3,936,385	\$ 4,227,518	
Revenues this month	\$ 282,313	7.20%	6.68%
Revenues FYTD	\$ 2,844,832	70.32%	67.29%
OCCUPANCY TAX			
Fiscal Year Budget	\$ 3,998,251	\$ 4,499,242	
Revenues this month	\$ 86,222	4.46%	1.92%
Revenues FYTD	\$ 2,909,365	72.25%	64.66%
LAND TRANSFER TAX			
Fiscal Year Budget	\$ 1,000,000	\$ 900,000	
Revenues this month	\$ -	0.00%	0.00%
Revenues FYTD	\$ 472,043	53.56%	52.45%
BUILDING PERMIT FEES			
Fiscal Year Budget	\$ 425,000	\$ 250,000	
Revenues this month	\$ 27,559	5.94%	11.02%
Revenues FYTD	\$ 272,276	82.02%	108.91%
INVESTMENT INCOME			
Fiscal Year Budget	\$ 125,000	\$ 400,000	
Revenues this month	\$ 106,767	42.31%	26.69%
Revenues FYTD	\$ 516,720	193.96%	129.18%
WATER ENTERPRISE FUND CUSTOMER-BASED REVENUES			
Fiscal Year Budget	\$ 4,685,892	\$ 4,292,608	
Revenues this month	\$ 367,335	7.58%	8.56%
Revenues FYTD	\$ 3,354,803	69.91%	78.15%
WF System Dev Fees YTD	\$ 426,100		
WASTEWTR ENTERPRISE FUND CUSTOMER-BASED REVENUES			
Fiscal Year Budget	\$ 230,470	\$ 231,547	
Revenues this month	\$ 34,896	13.89%	15.07%
Revenues FYTD	\$ 138,082	61.07%	59.63%
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	
		Mar	YTD
Administration	\$ 1,538,535	\$ 135,553	\$ 1,019,125
Building & Grounds	3,109,695	100,946	1,470,375
Beach Nourishment	1,173,019	771	156,555
Tax & Finance	1,976,394	134,180	1,442,686
MIS	602,744	39,759	377,189
Fleet Maintenance	632,173	61,874	423,054
Planning	1,295,149	117,371	816,587
Police	5,032,731	500,204	3,410,319
Animal Control	209,818	21,526	151,520
Fire	4,113,327	338,492	2,318,647
Ocean Rescue	980,348	15,282	456,845
Streets	2,525,003	99,096	1,634,149
Powell Bill	272,000	-	12,834
Solid Waste	4,333,718	194,728	3,237,241
	\$ 27,794,654	\$ 1,759,782	\$ 16,927,126
% of Annual Budget Expended		6.33%	60.90%
WATER ENTERPRISE FUND			
Water Administration	\$ 1,626,263	\$ 615,474	\$ 1,282,538
Water Plant	1,823,401	189,224	1,184,650
Water Systems	2,239,145	274,958	1,587,468
	\$ 5,688,809	\$ 1,079,656	\$ 4,054,656
% of Annual Budget Expended		18.98%	71.27%
WASTEWATER ENTERPRISE FUND			
Wastewater Department	\$ 231,547	\$ 28,056	\$ 104,889
% of Annual Budget Expended		12.12%	45.30%

TOWN OF KILL DEVIL HILLS
Actual Revenues Compared To Budget
General Fund
MARCH 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	\$ 1,719	\$ 2,500	\$ (781)	\$ 16,023	\$ 22,500	\$ (6,477)	\$ 30,000	\$ 17,251	-7.12%
Current Year Property Tax	215,427	95,200	120,227	10,395,875	10,224,258	171,617	10,414,258	9,277,653	12.05%
Current Year MSD Tax	8,351	-	8,351	488,592	497,053	(8,461)	497,053	490,963	-0.48%
Motor Vehicle Taxes	38,321	36,792	1,529	290,259	294,336	(4,077)	441,498	266,347	8.98%
Tax Penalties and Interest	7,357	650	6,707	13,317	5,400	7,917	8,000	4,641	186.92%
Business Registration	50	-	50	3,357	8,000	(4,643)	8,000	6,860	-51.06%
Article 40 Sales Tax	50,096	51,364	(1,268)	320,979	314,558	6,421	535,795	312,521	2.71%
Article 42 Sales Tax	55,521	58,270	(2,749)	749,362	750,971	(1,609)	1,111,555	728,954	2.80%
1% Sales Tax	162,524	167,485	(4,961)	1,631,681	1,474,586	157,095	2,366,256	1,586,579	2.84%
MSD Sales Tax	14,172	17,844	(3,672)	142,811	124,692	18,119	213,912	140,066	1.96%
Occupancy Tax	86,222	112,500	(26,278)	2,909,365	2,971,335	(61,970)	4,499,242	2,888,791	0.71%
Land Transfer Tax	-	-	-	472,043	450,000	22,043	900,000	535,633	-11.87%
Solid Waste Disposal Tax	-	-	-	3,155	2,650	505	5,300	3,224	
Utilities/Gas Sales Tax	190,742	191,625	(883)	616,952	574,875	42,077	766,500	592,735	4.09%
Telecommunication Svc Ta	8,184	8,750	(566)	25,096	26,250	(1,154)	35,000	26,267	-4.46%
Video Proqraming Tax*	31,172	34,750	(3,578)	98,347	104,250	(5,903)	139,000	107,237	-8.29%
PEG Channel Support	6,452	6,452	6,452	19,314	-	19,314	-	19,190	0.65%
Wine & Beer Tax	-	-	-	-	-	-	30,000	-	
ABC Tax	-	-	-	30,315	14,500	15,815	29,000	27,500	10.24%
Mixed Beverage Tax	-	-	-	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.	364	-	364	5,031	-	5,031	-	21,682	-76.80%
Building Permit Fees	27,559	20,833	6,726	272,276	187,501	84,775	250,000	348,592	-21.89%
Occupancy Permit & Fees	1,250	208	1,042	4,050	1,875	2,175	2,500	3,550	14.08%
Site Plan Review Fees	2,710	1,666	1,044	36,785	15,002	21,783	20,000	16,195	127.14%
Other Planning Fees	900	333	567	5,975	3,001	2,974	4,000	11,744	-49.12%
CAMA Fees	275	125	150	1,970	1,125	845	1,500	1,920	2.60%
Homeowner Recovery Fees	5	8	(3)	37	76	(39)	100	61	-39.34%
Encroachment Fee	4,203	-	-	6,410	-	6,410	-	-	
Taxi Ordinance Fees	55	25	30	80	225	(145)	300	65	23.08%
A/C Boarding & Rabies Vac	214	180	34	2,318	1,620	698	2,150	1,969	17.72%
Dog Licenses	80	83	(3)	555	751	(197)	1,000	463	19.89%
Court Cost & Fees	89	266	(177)	948	2,399	(1,451)	3,200	1,205	-21.35%
Finger Print/buy gold Fees	206	83	123	626	751	(125)	1,000	910	-31.21%
Purchases For Resale	18,748	13,640	5,108	89,607	122,760	(33,153)	163,680	72,141	24.21%
Interest Income	106,767	33,333	73,434	516,720	300,001	216,719	400,000	242,455	113.12%
Mkt adj on Investments	-	-	-	-	-	-	-	-	
Miscellaneous	3,575	1,833	1,742	59,942	16,497	43,445	50,000	38,809	54.45%
Sale of Fixed Assets	138	1,666	(1,528)	7,338	15,002	(7,664)	20,000	52,141	-85.93%
Rental Income	15,692	14,860	832	139,355	133,739	5,616	178,319	102,111	36.47%
Contributions	-	-	-	575	-	575	-	453	26.93%
Lease/ Note Proceeds	-	-	-	-	-	-	-	-	
Insurance Proceeds	-	-	-	5,902	-	5,902	-	21,547	-72.61%
Water Fund Transfer	522,674	522,674	-	522,674	522,674	-	522,674	-	
CRF Transfer	-	-	-	-	-	-	-	-	
Grants & Restricted	5,000	-	5,000	32,383	12,200	20,183	18,238	836,383	-96.13%
Powell Bill Appropriation	-	-	-	-	-	-	-	-	0.00%
Total Revenues	\$ 1,586,814	\$ 1,389,546	\$ 193,065	\$ 20,291,137	19,494,413	\$ 796,724	\$ 23,991,030	\$ 19,128,169	6.08%
Prior YTD	\$ 998,312	\$ 1,035,457	\$ (37,420)	\$ 19,128,169	\$ 18,532,797	595,372	\$ 26,222,244		
**Total Month and YTD variances do NOT include Fund Bal Appropriati									
**Fund Balance Appropriated		73,710.83	(73,711)	-	884,530	884,530	884,530	-	0.00%



North Carolina
Total Retirement Plans



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

3/14/2024

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.

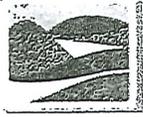
You can calculate the likelihood of whether the retirement benefit of a member listed on the attached report will exceed the CBBC with information available on our website at <https://www.myncretirement.com/employers/employer-training/pension-spiking>.

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 Hired Before Jan 1, 2015	Agency	Member ID	Name
	92821-TOWN OF KILL DEVIL HILLS	[REDACTED]	
		[REDACTED]	
		[REDACTED]	
		[REDACTED]	

* PLEASE FORWARD TO YOUR CHIEF FINANCIAL OFFICER OR BUDGET ADMINISTRATOR