TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

March 10, 2025

TO: Mayor and Board of Commissioners

FROM: Debora P. Diáz, Town Manager

REF: Monthly Report - January 2025

Administration Department			
Administration Division			
Metric	Current Month January 2025	2024/2025 Fiscal Year to Date	2023/2024 Fiscal Year to Date
Personnel Turnover/Positions Vacated (does not include temporary positions; figures based on "effective" date)	3	9	3
Personnel Grievances Filed	0	0	0
Buildings and Grounds Division			
B & G Maintenance Expenditures	$3,358	$16,613	$36,174
Access/Recreation Facility Expenditures	$2,441	$33,920	$35,562

Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	169	1,062	551
Fleet Division			
Number of Vehicle Work Orders	44	377	362
Outsourced Vehicle Repairs	$276	$49,467	$12,431
In-shop Vehicle Repairs	$9,036	$78,403	$105,156

ATTACHMENT CA-2A

Planning and Inspections Department			
Metric	Current Month January 2025	2024/2025 Fiscal Year to Date	2023/2024 Fiscal Year to Date
Site Inspections	323	3,004	3,549
Plans Reviewed	6	53	53
Grant Applications Completed (Total)	-	$590,189.00	-
KDH PORTION (value applied for, not received)	-	$267,566.00	-
Building Permits Issued	73	601	640
TOTAL Fees	$14,067.65	$194,294.95	$258,151.11

Police Department			
Metric	Current Month January 2025	2024/2025 Fiscal Year to Date	2023/2024 Fiscal Year to Date
Dispatched Calls	1,230	9,985	11,491
Dispatched Calls per Patrol Officer	62	499	573
Self-Initiated Calls	904	6,846	8,129
UCR Part 1 Crimes	21	145	180
Animal Control Division			
Animal Impoundments	2	25	41
Civil Citations Issued	2	13	23
Non-dispatched Services	19	315	545

Public Services Department			
Water Division			
Metric	Current Month January 2025	2024/2025 Fiscal Year to Date	2023/2024 Fiscal Year to Date
Number of Water Taps Sold	0	30	28
Total Work Orders Completed	302	1,782	1,933
Gallons Consumed	27,836,000	279,998,000	271,167,000
Streets Division			
Asphalt Repair - Hot Mix (tons)	0	17	20
Asphalt Repair - Cold Patch	0	0	0
Wastewater Division			
Total wastewater allocation sold	0	120	360
Total wastewater allocation remaining (gallons) (Residential and Commercial combined as of 4/11/2022 BOC mtg. March ending, Residential - 880; Commercial - 12,570)		11,770	11,890
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 Bay Disposal.	Prior Month December 2024	2024/2025 Fiscal Year to Date	2023/2024 Fiscal Year to Date
Bay Disposal # of stops	(-) 1	966	1,016
Bay Disposal - Tonnage	23.23	137.49	143.17
SW- Commercial -Trips to Dare County Transfer Station	47	409	396
SW - Commercial - Tonnage	298.89	2,811.33	2,773.33
Residential - Trips to Dare County Transfer Station	44	335	340
Residential - Tonnage	352.05	2,731.11	2,689.36
Recycling - Trips to Dare County Recycling Center	15	75	71
Recycling - Tonnage	23.99	117.61	105.25
White Goods / Metal Recycled - Trips to Dare County Recycling	3	28	29
White Goods / Metal Recycled - Tonnage	8.14	94.08	96.89
C & D - Trips to Stumpy Point Landfill	10	80	86
C & D - Tonnage	56.01	430.05	446.90

Fire Department			
Metric	Current Month January 2025	2025 YTD	2024 YTD
Total Number of Incidents	140	140	118
Total Number of Fires	2	2	5
Rescue & EMS	89	89	64
Hazardous Condition (no fire)	5	5	10
Service Call	13	13	17
Good Intent	24	24	10
False Alarm & False Call	7	7	12
Severe Weather/Natural Disaster	0	0	0
Average Response Time Overall	4:10 minutes	4:10 minutes	4:23 minutes
Average Response Time North of Colington Rd	3:33 minutes	3:33 minutes	3:57 minutes
Average Response Time South of Colington Rd	4:42 minutes	4:42 minutes	4:45 minutes
% 1st due Unit Arrival within 5 minutes Overall	81.04%	81.04%	69.33%
% 1st Due Unit Arrival within 5 minutes North of Colington Rd	92.59%	92.59%	82.35%
% 1st Due Unit Arrival within 5 minutes South of Colington Rd	70.97%	70.97%	58.54%
Training Hours	305	305	472
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, 2025

Reporting Period: January 1, 2025 to January 31, 2025

OUR CASH IN RESERVES...

CASH & INVESTMENTS BY FUND

Balances on January 31, 2025 in whole dollars

GENERAL FUND	Jan 2024	Jan 2025
Operating	$ 27,464,357	$ 26,264,952
Powell Bill	318,694	342,281
Designated Street CRF	682,788	3,866,092
Petty Cash	1,700	1,700
TOTAL GENERAL FUND	**$ 28,467,539**	**$ 30,475,025**

CAPITAL RESERVE FUNDS	Jan 2024	Jan 2025
Shoreline Accesses	$ 327,847	$ 419,498
Recreation	180,090	263,603
Beach Nourishment	4,904,128	5,692,298
Sidewalks	131,272	293,057
TOTAL CAP RES FUNDS	**$ 5,543,337**	**$ 6,668,456**

OTHER FUNDS	Jan 2024	Jan 2025
Equity Index Fund OPEB	$ 340,856	$ 503,018
Beach Nourishment CPF	339,221	353,906
Fireman's Relief Fund	236,566	244,306
Water Enterprise	11,190,272	12,751,208
Water Cap Res Fund	628,371	284,453
WW Cap Reserve Fund	43,044	46,742
TOTAL OTHER FUNDS	**$ 12,778,330**	**$ 14,183,633**
GRAND TOTAL-ALL FUNDS	**$ 46,789,205**	**$ 51,327,114**

OUR CASH FLOWS...

REVENUES & EXPENSES BY FUND

		Comparison of FYTD %	
GENERAL FUND		**Prior FYTD %**	**Current FYTD %**
Fiscal Year Budget		**$ 27,789,655**	**$ 32,164,582**
Revenues Fiscal Year to Date	$ 17,856,027	61.15%	55.51%
Expenses Fiscal Year to Date	$ 14,940,472	48.44%	46.45%
Encumb	$ 4,727,056		
WATER ENTERPRISE FUND			
Fiscal Year Budget		**$ 5,688,809**	**$ 8,292,523**
Revenues Fiscal Year to Date	$ 3,028,281	49.07%	36.52%
Expenses Fiscal Year to Date	$ 2,827,660	49.92%	34.10%
Encumb	$ 2,003,369		
WASTEWATER ENTERPRISE FUND			
Fiscal Year Budget		**$ 231,547**	**$ 241,965**
Revenues Fiscal Year to Date	$ 100,122	43.24%	41.38%
Expenses Fiscal Year to Date	$ 80,460	28.97%	33.25%
Encumb	$ 11,305		

OUR PROPERTY VALUES...

PROPERTY	VALUATION	TAX RATE	TAX LEVY
Municipal Service District	$ 212,149,517	0.240	$ 509,159
Total Town	$ 3,127,177,062	0.355	$ 11,101,479

** Does not include PP, Utilities, & MVT

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...

		Comparison of FY %	
AD VALOREM PROPERTY TAX Incl MSD		**Prior FY %**	**Current FY %**
Fiscal Year Budget		**$ 11,352,809**	**$ 11,523,430**
Revenues this month	$ 2,099,244	15.90%	18.22%
Revenues FYTD	$ 10,010,749	84.29%	86.87%
SALES & USE TAX			
Fiscal Year Budget		**$ 4,227,518**	**$ 4,512,494**
Revenues this month	$ 317,412	6.86%	7.03%
Revenues FYTD	$ 2,441,278	54.01%	54.10%
OCCUPANCY TAX			
Fiscal Year Budget		**$ 4,499,242**	**$ 4,728,079**
Revenues this month	$ 101,236	2.25%	2.14%
Revenues FYTD	$ 2,680,157	61.07%	56.69%
LAND TRANSFER TAX			
Fiscal Year Budget		**$ 900,000**	**$ 925,000**
Revenues this month	$ 250,232	25.68%	27.05%
Revenues FYTD	$ 505,413	52.45%	54.64%
BUILDING PERMIT FEES			
Fiscal Year Budget		**$ 250,000**	**$ 250,000**
Revenues this month	$ 12,967	9.66%	5.19%
Revenues FYTD	$ 185,505	89.41%	74.20%
INVESTMENT INCOME			
Fiscal Year Budget		**$ 400,000**	**$ 500,000**
Revenues this month	$ 125,617	14.33%	25.12%
Revenues FYTD	$ 693,691	117.91%	138.74%
WATER ENTERPRISE FUND *CUSTOMER-BASED* REVENUES			
Fiscal Year Budget		**$ 4,292,608**	**$ 5,309,678**
Revenues this month	$ 269,339	5.88%	5.07%
Revenues FYTD	$ 2,738,220	60.46%	51.57%
WF System Dev Fees YTD	$ 196,400		
WASTEWTR ENTERPRISE FUND *CUSTOMER-BASED* REVENUES			
Fiscal Year Budget		**$ 231,547**	**$ 230,660**
Revenues this month	$ 6	0.26%	0.00%
Revenues FYTD	$ 98,361	42.62%	42.64%
WWF Sys Dev Fees YTD	$ 1,554		

EXPENDITURES AT A GLANCE...

	Comparison of Monthly Expenses		
GENERAL FUND	**Fiscal Year**	**This Month's Expenses**	
DEPARTMENTS	**2025 BUDGET**	**Jan**	**YTD**
Administration	$ 1,673,005	$ 152,771	$ 871,154
Building & Grounds	3,448,299	294,064	1,743,808
Beach Nourishment	854,615	7,227	173,300
Tax & Finance	2,304,418	183,981	1,301,300
MIS	548,880	57,944	368,927
Fleet Maintenance	682,360	67,143	383,056
Planning	1,368,501	122,936	794,701
Police	5,324,501	495,688	2,994,262
Animal Control	231,328	24,497	134,985
Fire	4,397,372	395,750	2,063,808
Ocean Rescue	1,113,290	19,203	574,486
Streets	5,658,519	93,007	966,502
Powell Bill	579,403	2,093	311,427
Solid Waste	3,980,091	519,152	2,258,756
	$ 32,164,582	$ 1,789,067	$ 14,940,472
% of Annual Budget Expended		6.44%	46.45%
WATER ENTERPRISE FUND			
Water Administration	$ 1,833,105	$ 95,329	$ 704,651
Water Plant	2,278,588	114,489	897,759
Water Systems	4,180,830	64,392	1,225,250
	$ 8,292,523	$ 905,065	$ 2,827,660
% of Annual Budget Expended		15.91%	34.10%
WASTEWATER ENTERPRISE FUND			
Wastewater Department	$ 241,965	$ 21,201	$ 80,460
% of Annual Budget Expended		4.90%	33.25%

TOWN OF KILL DEVIL HLLS
Actual Revenues Compared To Budget
General Fund
January 2025 (FY 2024-25)

	Month Actual	Month Budget	Variance Mo Over (Under)	Actual YTD	Budget YTD	Variance YTD Over (Under)	Annual Budget w/Amendments	*Prior YTD Actual*	*% incr (decr) cur/prior YTD*
Prior Year Property Taxes	$ -	$ 1,667	$ (1,667)	17,437	11,667	$ 5,770	$ 20,000	$ 13,747	*26.84%*
Current Year Property Taxes	1,980,090	771,654	1,208,436	9,299,772	8,567,761	732,011	10,560,194	8,930,084	*4.14%*
Current Year MSD Tax	76,288	117,889	(41,601)	436,759	497,497	(60,738)	511,342	422,462	*3.38%*
Motor Vehicle Taxes	42,866	35,991	6,875	256,781	215,947	40,834	431,894	216,849	*18.41%*
Tax Penalties and Interest	526	1,000	(474)	4,502	6,000	(1,498)	13,000	3,757	*19.85%*
Business Registration	50	-	50	6,831	4,000	2,831	4,000	3,220	*112.14%*
					-		-		
Article 40 Sales Tax	48,077	46,281	1,796	246,917	237,322	9,595	584,202	226,086	*9.21%*
Article 42 Sales Tax	71,361	76,159	(4,798)	676,549	684,806	(8,257)	1,203,275	634,117	*6.69%*
1% Sales Tax	183,531	184,175	(644)	1,406,734	1,218,614	188,120	2,519,698	1,308,508	*7.51%*
MSD Sales Tax	14,443	17,127	(2,684)	111,079	85,428	25,650	205,318	114,624	*-3.09%*
Occupancy Tax	101,236	70,875	30,361	2,680,157	3,039,777	(359,620)	4,728,079	2,747,790	*-2.46%*
Land Transfer Tax	250,232	231,250	18,982	505,413	462,500	42,913	925,000	472,043	
Solid Waste Disposal Tax	-		-	1,573	1,325	248	5,300	1,576	
					-				
Utilities/Gas Sales Tax	-	-	-	516,326	382,250	134,076	764,500	426,210	*21.14%*
Telecommunication Svc Tax	-	-	-	15,901	15,000	901	30,000	16,912	*-5.98%*
Video Programing Tax*	-	-	-	60,676	62,500	(1,824)	125,000	67,175	*-9.67%*
PEG Channel Support	-	-	-	13,396	-	13,396	-	12,862	*4.15%*
Wine & Beer Tax	-	-	-	-	-	-	30,000	-	
ABC Tax	-	-	-	13,645	14,500	(855)	29,000	26,499	
Mixed Beverage Tax	-	-	-	17,135	25,000	(7,865)	50,000	39,418	
					-		-		
Powell Bill	-	-	-	332,690	272,000	60,690	272,000	304,796	
Drug Reimb/forfeiture.	-	-	-	1,206	-	1,206	-	4,644	*-74.02%*
					-		-		
Building Permit Fees	12,967	20,833	(7,866)	185,505	145,835	39,670	250,000	223,526	*-17.01%*
Occupancy Permit & Fees	350	208	142	1,750	1,459	291	2,500	2,400	*-27.08%*
Site Plan Review Fees	749	2,083	(1,334)	8,340	14,585	(6,245)	25,000	33,125	*-74.82%*
Other Planning Fees	-	333	(333)	2,315	2,334	(19)	4,000	4,400	*-47.39%*
CAMA Fees	100	167	(67)	1,280	1,165	115	2,000	1,395	*-8.24%*
Homeowner Recovery Fees	1	4	(3)	26	30	(4)	50	30	*-13.33%*
Encroachment Fee	2,169		-	4,414	-	4,414	1,000	2,207	
Taxi Ordinance Fees	-	4	(4)	10	30	(20)	50	-	
					-				
A/C Boarding & Rabies Vac	50	175	(125)	2,685	1,225	1,460	2,100	1,987	*35.13%*
Dog Licenses	130	63	67	243	435	(193)	750	380	*-36.10%*
Court Cost & Fees	148	100	48	1,289	700	589	1,200	760	*69.68%*
Finger Print/buy gold Fees	100	58	42	890	410	480	700	360	*147.22%*
Purchases For Resale	4,806	6,250	(1,444)	40,340	43,750	(3,410)	75,000	60,466	*-33.28%*
					-				
Interest Income	125,617	41,667	83,950	693,691	291,669	402,022	500,000	471,647	*47.08%*
Mkt adj on Investments			-	-		-		-	
Miscellaneous	3,907	3,330	577	55,643	23,310	32,333	42,500	51,185	*8.71%*
Sale of Fixed Assets	-	1,666	(1,666)	19,170	11,670	7,500	20,000	7,200	
Rental Income	12,007	15,417	(3,410)	111,386	107,919	3,467	185,112	108,144	*3.00%*
Contributions	-		-	103	-	103	-	575	*-82.09%*
Lease/ Note Proceeds	-	-	-	-	-	-	-	-	
Insurance Proceeds	716		716	45,068	-	45,068	-	3,152	*1329.64%*
					-				
Water Fund Transfer	-	-	-	-	-	-	585,151	-	
CRF Transfer	-	-	-	-	-	-	*172,076*	-	
Grants & Restricted	-	-	-	60,400	12,200	48,200	90,128	27,383	*120.57%*
Powell Bill Appropriation	-		-	-	-	-	-	-	*0.00%*
Total Revenues	$ 2,932,517	1,646,427	$ 1,283,921	17,856,027	16,462,620	$ 1,393,408	$ 24,971,120	$ 16,993,698	*5.07%*
Prior YTD	$ 2,585,863	$ 5,321,406	$ 245,565	$ 16,993,698	16,664,133	$ 329,565	$ 23,991,030		
**Total Month and YTD variances do NOT include Fund Bal Appropriation									
**Fund Balance Appropriated		**193,237.58**	**(193,238)**	**-**			**2,318,851**	**-**	*0.00%*

1/16/2025

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

3200 ATLANTIC AVENUE, RALEIGH, NORTH CAROLINA 27604
Telephone (877) 627-3287 toll-free Fax (919) 855-5800
www.myncretirement.com

orth Carolina
tirement Systems

CONTRIBUTION-BASED BENEFIT CAP REPORT

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

* PLEASE FORWARD TO YOUR CHIEF FINANCIAL OFFICER OR BUDGET ADMINISTRATOR