



TOWN OF KILL DEVIL HILLS
Land Where Flight Began

MEMORANDUM

July 29, 2020

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager *DPD*

REF: Monthly Report – June 2020

Administration Department			
Administration Division			
Metric	Current Month June 2020	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
Personnel Turnover/Positions Vacated (does not include temporary positions; figures based on “effective” date)	1	2	9
Personnel Grievances Filed	0	0	0
Buildings and Grounds Division			
B & G Maintenance Expenditures	\$13,438	\$184,247	\$58,346
Access/Recreation Facility Expenditures	9,996	\$73,240	\$66,028
Tax and Finance Department			
Tax and Finance Division			
Actual Revenues vs. Budget	Separate Report Attached		
Management Information Services Division			
Calls for Service	98	840	816
Number of Vehicle Work Orders	76	841	835
Outsourced Vehicle Repairs	\$1,843	\$31,377	\$57,929
In-shop Vehicle Repairs	\$13,635	\$193,358	\$142,009

Planning and Inspections Department			
Metric	Current Month June 2020	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
Site Inspections	545	5,622	5,942
Plans Reviewed	8	76	113
Grant Applications Completed (Total)	-	\$11,113,100.00	-
KDH Portion (value applied for, not received)	-	\$2,500,000.00	-
Building Permits Issued	147	1,051	1,160
TOTAL Fees	\$41,441.92	\$340,832.82	\$568,735.78
Public Services Department – Utilities Division - Water			
Metric	Current Month June 2020	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
Gallons Consumed	48,225,000	386,073,000	395,090,000
Total # Work Orders Completed	209	2,236	2,786
Number of Water Taps Sold	2	49	64
Public Services Department – Utilities Division – Wastewater			
Residential wastewater allocation sold (gallons)	0	0	600
Residential wastewater allocation remaining (in gallons) (Original allocation: 13,500; revised to 19,480 in 11/2012)		2,440	2,440
Comm. wastewater allocation sold	0	0	0
Commercial wastewater allocation remaining (in gallons) (Original allocation: 4,500; revised to 12,570 on 11/18/2008)		12,570	12,570

Metric	Current Month June 2020	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
Public Services Department – Public Works Division – Streets			
Asphalt Repair - Hot Mix (tons)	0	0	46
Asphalt Repair - Cold Patch (bags)	13	64	73
Public Services Department – Public Works Division – Solid Waste			
Metric	Current Month May 2020	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
SW- COMMERCIAL –Trips to Dare County Transfer Station **	50	568	581
SW- COMMERCIAL – Tonnage**	303.60	3,940.15	4,303.74
RESIDENTIAL – Trips to Dare County Transfer Station **	63	574	552
RESIDENTIAL – Tonnage **	515.93	4,449.70	4,367.49
RECYCLING – Trips to Dare County Recycling Center **	11	98	113
RECYCLING – Tonnage **	9.75	156.57	181.10
WHITE GOODS/METAL RECYCLED – Trips to Dare County Recycling **	7	71	65
WHITE GOODS/METAL RECYCLED – Tonnage **	19.29	210.38	190.18
C & D – Trips to Stumpy Point Landfill **	25	190	195
C & D – Tonnage **	100.71	868.43	928.15
Outer Banks Hauling # of stops **	4	985	975
Outer Banks Hauling – Tonnage **	21.16	287.51	271.50

** Due to delivery of monthly solid waste disposal figures by Albemarle Solid Waste Authority these measures are provided one month late. Outer Banks Hauling figures are for the current month.

Fire Department - all training hours and incidents reporting are calculated on the <i>calendar year</i> .			
Metric	Current Month June 2020	2020 Calendar Year to Date	2019 Calendar Year to Date
Total Number of Incidents	167	663	747
Total Number of Fires	7	18	20
Rescue & EMS	79	362	406
Hazardous Condition (no fire)	17	59	64
Service Call	17	73	121
Good Intent	30	85	78
False Alarm & False Call	16	64	58
Severe Weather/Natural Disaster	1	2	0
Average Response Time Overall	4:07 minutes	4:08 minutes	4:00 minutes
Average Response Time North of Colington Road	3:53 minutes	3:42 minutes	3:31 minutes
Average Response Time South of Colington Road	4:31 minutes	4:48 minutes	4:29 minutes
% 1 st Due Unit Arrival within 5 minutes Overall	75.27 %	77.50 %	82.64 %
% 1 st Due Unit Arrival within 5 minutes N of Colington Rd	81.67 %	88.76 %	92.80 %
% 1 st Due Unit Arrival within 5 minutes S of Colington Rd	63.64 %	60.50 %	72.85 %
Training Hours	532	3,424	5,228
Ocean Rescue – Beach Population	327,747	409,096	372,211
Ocean Rescue – Total Incidents	149	166	220
Ocean Rescue – Swimmer Assist/Rescues	29	35	78

All training hours and incidents reporting are calculated on the calendar year.

*Ocean Rescue – figures represent then entire month of June (June 1-June 31)

Police Department			
Metric	Current Month June 2020	2019/2020 Fiscal Year to Date	2018/2019 Fiscal Year to Date
Dispatched Calls	1,700	17,379	19,711
Dispatched Calls per Patrol Officer	85	868	987
UCR Part 1 Crimes	45	421	559
Police Department – Animal Control Division			
Animal Impoundments	13	88	138
Civil Citations Issued	0	8	20
Non-dispatched Services	93	494	690

TOWN OF KILL DEVIL HILLS
Actual Revenues Compared To Budget
General Fund
JUNE 2020 (FY 2019-20)

	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	\$	412	\$ 3,333	\$ (2,921)	\$ 29,707	\$ 40,000	\$ (10,293)	\$ 40,000	\$ 19,245	54.36%
Current Year Property Tax		10,510	25,000	(14,490)	8,436,355	8,482,666	(46,311)	8,502,666	7,982,613	5.68%
Current Year MSD Tax		188	-	188	512,288	514,214	(1,926)	514,214	509,890	0.47%
Motor Vehicle Taxes		27,042	26,900	142	315,162	325,000	(9,838)	325,000	301,274	4.61%
Tax Penalties and Interest		849	650	199	6,994	7,350	(356)	8,000	13,967	-49.93%
Business Registration		25	-	25	8,171	9,500	(1,329)	9,500	8,424	-3.00%
Article 40 Sales Tax		29,709	31,073	(1,364)	294,598	310,727	(16,129)	372,873	275,719	6.85%
Article 42 Sales Tax		35,864	38,000	(2,136)	593,785	636,515	(42,730)	737,515	563,917	5.30%
1% Sales Tax		101,409	87,000	14,409	1,358,409	1,290,837	67,572	1,494,114	1,282,813	5.89%
MSD Sales Tax		10,334	13,455	(3,121)	139,329	134,554	4,775	161,464	143,431	-2.86%
Occupancy Tax		7,156	175,000	(167,844)	2,001,146	2,322,268	(321,122)	2,797,243	2,106,622	-5.01%
Land Transfer Tax		-	-	-	564,154	536,627	27,527	715,502	497,278	0.00%
Solid Waste Disposal Tax		-	-	-	4,186	5,000	(814)	5,000	4,024	0.00%
Utilities/Gas Sales Tax		179,230	188,650	(9,420)	761,959	754,600	7,359	754,600	767,188	-0.68%
Telecommunication Svc Tax		12,946	15,450	(2,504)	52,618	61,800	(9,182)	61,800	59,209	-11.13%
Video Programng Tax*		36,499	40,250	(3,751)	145,827	161,000	(15,173)	161,000	156,262	-6.68%
PEG Channel Support		6,803	-	6,803	27,307	27,307	0	27,307	26,893	1.54%
Wine & Beer Tax		-	-	-	31,252	30,000	1,252	30,000	31,162	0.00%
ABC Tax		1,451	4,750	(3,299)	20,627	19,000	1,627	19,000	19,324	0.00%
Mixed Beverage Tax		4,079	9,750	(5,671)	41,167	39,000	2,167	39,000	39,623	0.00%
Powell Bill		-	-	-	241,387	240,000	1,387	240,000	241,844	-0.19%
Drug Reimb/forfeiture.		264	-	264	2,115	-	2,115	-	1,393	51.81%
Building Permit Fees		37,538	27,083	10,455	339,247	325,000	14,247	325,000	451,453	-24.85%
Occupancy Permit & Fees		450	208	242	3,900	2,500	1,400	2,500	3,450	13.04%
Site Plan Review Fees		3,454	1,250	2,204	16,681	15,000	1,681	15,000	78,714	-78.81%
Other Planning Fees		-	333	(333)	7,506	4,000	3,506	4,000	5,388	39.31%
CAMA Fees		465	125	340	2,210	1,500	710	1,500	2,880	-23.26%
Homeowner Recovery Fees		7	8	(1)	66	100	(34)	100	66	0.00%
Taxi Ordinance Fees		5	25	(20)	95	300	(205)	300	250	-62.00%
A/C Boarding & Rabies Vac		85	170	(85)	1,698	2,150	(452)	2,150	4,256	-60.10%
Dog Licenses		58	83	(26)	788	1,000	(213)	1,000	829	-5.01%
Court Cost & Fees		54	267	(213)	2,424	3,200	(776)	3,200	2,972	-18.44%
Finger Print/buy gold Fees		-	83	(83)	670	1,000	(330)	1,000	1,372	-51.17%
Purchases For Resale		8,403	5,182	3,221	71,586	62,190	9,396	62,190	59,505	20.30%
Interest Income		-	16,667	(16,667)	329,843	200,000	129,843	200,000	338,729	-2.62%
Miscellaneous		6,589	1,833	4,756	49,514	48,878	636	48,878	76,976	-35.68%
Sale of Fixed Assets		-	1,666	(1,666)	26,224	28,500	(2,276)	28,500	45,307	0.00%
Rental Income		5,634	10,797	(5,163)	124,308	129,561	(5,253)	129,561	98,367	26.37%
Contributions		-	-	-	1,200	1,100	100	1,100	132,700	-99.10%
Lease/ Note Proceeds		-	-	-	1,235,727	1,235,727	-	1,235,727	828,481	0.00%
Insurance Proceeds		(8,620)	-	(8,620)	97,537	94,477	3,060	94,477	-	0.00%
Water Fund Transfer		-	-	-	413,290	413,290	-	413,290	393,138	0.00%
CRF Transfer		-	55230	-	-	424,672	(424,672)	424,672	-	0.00%
Grants & Restricted		4,586	126,698	(122,112)	187,877	237,047	(49,170)	237,047	665,782	-71.78%
Powell Bill Appropriation		-	-	-	-	-	-	-	-	0.00%
Fund Balance Appropriated		-	-	-	-	-	-	2,112,064	-	0.00%
Total Revenues	\$	523,478	906,969	\$(383,491)	\$18,500,934	\$19,179,157	\$(678,223)	\$22,359,054	\$18,242,730	1.42%
Prior YTD	\$	860,277	\$ 682,275	\$ 178,002	\$18,242,727	\$20,904,642	(2,661,915)	\$21,845,096		



TOWN OF KILL DEVIL HILLS

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2020

Reporting Period: June 1, 2020 to June 30, 2020

OUR CASH IN RESERVES...		
CASH & INVESTMENTS BY FUND		
Balances on June 30, in whole dollars		
GENERAL FUND	June 2019	June 2020
Operating & Investments	\$ 14,351,031	\$ 15,127,118
Powell Bill	38,159	50,339
Designated Street CRF	183,980	105,500
Petty Cash	1,900	1,900
TOTAL GENERAL FUND	\$ 14,575,070	\$ 15,284,857
CAPITAL RESERVE FUNDS	June 2019	June 2020
Shoreline Accesses	\$ 138,882	\$ 110,241
Recreation	92,403	124,452
Beach Nourishment	2,707,116	2,851,198
Sidewalk	45,549	76,395
TOTAL CAP RES FUNDS	\$ 2,938,401	\$ 3,162,286
OTHER FUNDS	June 2019	June 2020
Equity Index Fund OPEB	\$ -	\$ 225,000
CPF - Public Works	4,560,227	1,236,126
CPF - Beach Nourishment	-	362,539
Fireman's Relief Fund	267,044	266,978
Water Enterprise	\$ 8,522,193	\$ 8,082,288
TOTAL OTHER FUNDS	\$ 13,349,464	\$ 10,172,931
GRAND TOTAL-ALL FUNDS	\$ 30,862,935	\$ 28,620,074

OUR CASH FLOWS...			
REVENUES & EXPENSES BY FUND		Comparison of FYTD %	
GENERAL FUND		Prior FYTD %	Current FYTD %
Fiscal Year Budget		\$ 22,223,742	\$ 22,551,582
Revenues Fiscal Year to Date	\$ 18,500,934	82.09%	82.04%
Exp & Encumbrances FY to Date	\$ 20,595,604	85.66%	91.33%
COMMUNICATIONS SPECIAL REVENUE FUND		FUND CLOSED	
Fiscal Year Budget		\$ -	\$ -
Revenues Fiscal Year to Date	\$ -	0.00%	0.00%
Exp & Encumbrances FY to Date	\$ -	0.00%	0.00%
WATER ENTERPRISE FUND		\$ 7,198,774	\$ 7,000,827
Revenues Fiscal Year to Date	\$ 4,041,349	59.72%	57.73%
Exp & Encumbrances FY to Date	\$ 6,185,799	91.34%	88.36%
WASTEWATER ENTERPRISE FUND		\$ 224,763	\$ 233,760
Revenues Fiscal Year to Date	\$ 179,790	84.77%	76.91%
Exp & Encumbrances FY to Date	\$ 174,231	80.01%	74.53%

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...			
	Comparison of FY %		
GENERAL FUND:	Prior FY %	Current FY %	
AD VALOREM PROPERTY TAX	\$ 8,703,775	\$ 9,341,880	
Fiscal Year Budget			
Revenues this Month	\$ 37,739	0.73%	0.40%
Revenues FYTD	\$ 9,263,805	101.03%	99.16%
SALES & USE TAX	\$ 2,568,428	\$ 2,765,966	
Fiscal Year Budget			
Revenues this Month	\$ 177,317	7.45%	6.41%
Revenues FYTD	\$ 2,386,122	88.22%	86.27%
OCCUPANCY TAX	\$ 2,746,497	\$ 2,797,243	
Fiscal Year Budget			
Revenues this Month	\$ 7,156	4.44%	0.26%
Revenues FYTD	\$ 2,001,146	76.70%	71.54%
LAND TRANSFER TAX	\$ 672,000	\$ 715,502	
Fiscal Year Budget			
Revenues this Month	\$ -	0.00%	0.00%
Revenues FYTD	\$ 564,154	73.22%	78.85%
BUILDING PERMIT FEES	\$ 200,000	\$ 325,000	
Fiscal Year Budget			
Revenues this Month	\$ 37,538	29.18%	11.55%
Revenues FYTD	\$ 339,249	225.73%	104.38%
INVESTMENT INCOME	\$ 140,000	\$ 200,000	
Fiscal Year Budget			
Revenues this Month	\$ -	0.00%	0.00%
Revenues FYTD	\$ 329,847	241.95%	164.92%
WATER ENTERPRISE FUND CUSTOMER-BASED REVENUES	\$ 3,726,816	\$ 3,818,236	
Fiscal Year Budget			
Revenues this Month	\$ 361,397	126.40%	9.47%
Revenues FYTD *	\$ 3,823,394	106.99%	100.14%
* incl ytd sys dev fees	\$ 308,200		
WASTEWTR ENTERPRISE FUND CUSTOMER-BASED REVENUES	\$ 233,763	\$ 233,760	
Fiscal Year Budget			
Revenues this Month	\$ 39,315	17.58%	16.82%
Revenues FYTD	\$ 179,790	84.77%	76.91%

OUR PROPERTY VALUES...			
PROPERTY	VALUATION	TAX RATE	TAX LEVY
Municipal Service District	\$ 153,768,900	0.330	\$ 507,437
All Oceanfront Property	\$0	0.400	\$ -
Non-Oceanfront Property	\$ -	0.400	\$ -
Total Town	\$ 2,051,389,150	0.400	\$ 8,205,557

EXPENDITURES AT A GLANCE...			
GENERAL FUND DEPARTMENTS	Comparison of Monthly Expenses		
	Fiscal Year 2020	This Month's Expenses June	YTD
Administration	\$ 1,261,104	\$ 125,423	\$ 1,084,881
Building & Grounds	3,016,135	252,958	2,461,238
Beach Nourishment	1,623,616	69,208	1,149,960
Tax & Finance	1,719,586	117,262	1,639,905
MIS	468,245	36,964	379,038
Fleet Maintenance	502,222	40,733	413,397
Planning	808,907	55,604	747,540
Police	3,977,177	255,475	3,571,299
Animal Control	165,898	13,653	160,923
Fire	2,479,567	170,542	2,358,904
Ocean Rescue	734,624	149,280	570,129
Streets	1,925,798	204,012	1,652,630
Powell Bill	240,000	956	229,850
Solid Waste	3,628,704	151,395	2,460,796
	\$ 22,551,583	\$ 1,643,465	\$ 18,880,490
% of Annual Budget Expended		7.40%	83.72%
WATER ENTERPRISE FUND			
Water Administration	\$ 1,285,276	\$ 60,157	\$ 1,218,724
Water Plant	4,021,576	276,099	2,877,876
Water Systems	1,693,975	209,804	713,633
	\$ 7,000,827	\$ 546,060	\$ 4,810,233
% of Annual Budget Expended		7.59%	68.71%
WASTEWATER ENTERPRISE FUND			
Wastewater Department	\$ 233,760	\$ 21,061	\$ 174,231
% of Annual Budget Expended		9.37%	74.53%



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.myncreirement.com



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

CONTRIBUTION-BASED BENEFIT CAP REPORT

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

• PLEASE FORWARD TO YOUR CHIEF FINANCIAL OFFICER OR BUDGET ADMINISTRATOR