TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM June 28, 2023

TO: Mayor and Board of Commissioners

FROM: Debora P. Diáz, Town Manager

REF: New Business

1. Recommended Action to adopt an operating budget FY 2023/24 Budget Ordinance and consolidated fee schedule for the Town of Kill Devil Hills (Attached NB-1)

The Town Manager's Recommended Budget for Fiscal Year 2023/2024 was presented to the Board of Commissioners at the May 24, 2023, meeting, in accordance with the Local Government and Fiscal Control Act. The Board scheduled a public hearing and subsequent budget worksession for its June 14, 2023, meeting, the Board made no changes to the recommended document.

The Town's website provides links to the full budget document and a budget portal gateway, where the public has had the opportunity to share its comments on the Recommended Budget. Bound copies have been placed in the Town Hall lobby and the Kill Devil Hills branch of Dare County Library as additional options for public access.

Staff recommends the Board of Commissioners adopt the Budget Ordinance and consolidated fee schedule for Fiscal Year 2023/2024.

A motion would be in order.

Town of Kill Devil Hills, North Carolina
Adopted Budget Ordinance
For the Fiscal Year 2023-2024

Budget Ordinance Number _____

BE IT ORDAINED by the Honorable Mayor and Board of Commissioners of the Town of Kill Devil Hills, North Carolina:

Section 1.

The following amounts are hereby appropriated in the General Fund for the operation of the Town government and its activities for the fiscal year beginning July 1, 2023 and ending June 30, 2024, in accordance with the chart of accounts heretofore established for this town:

Administration	$	1,483,469
Administration – Buildings and Grounds		2,822,986
Finance and Taxes		1,973,060
Finance – Management Information Systems		573,625
Finance – Fleet Maintenance		629,815
Planning and Development		1,271,700
Planning and Development – Beach Nourishment		1,147,036
Police		4,753,239
Police – Animal Control		209,087
Fire – Station 14		3,291,554
Fire – Ocean Rescue		979,519
Public Works – Streets		1,843,745
Public Works – Powell Bill		272,000
Public Works – Solid Waste		3,519,333
	$	24,770,168

It is estimated that the following revenues will be available to the General Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Ad valorem taxes	$	11,382,809
Tax penalties and interest		8,000
Other taxes and licenses		9,640,060
Unrestricted intergovernmental revenues		1,049,500
Restricted intergovernmental revenues		284,200
Permits and fees		278,400
Sales and services		171,030
Investment earnings		400,000
Other revenues		241,319
Cost allocation - Water Fund		522,674
Undesignated Fund Balance Appropriated		792,176
	$	24,770,168

Section 2.

The following amounts are hereby appropriated in the Capital Reserve Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Reserved for future projects – Streets	$	342,828
Reserved for future projects – Sidewalk		100,000
Reserved for future projects – Shoreline Access		100,000
Reserved for future projects – Recreation		100,000
Reserved for future projects – Beach Nourishment		935,962
	$	1,578,790

It is estimated that the following revenues will be available in the Capital Reserve Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Transfer from General Fund to Street Construction CRF	$	342,828
Transfer from General Fund to Sidewalk Construction CRF		100,000
Transfer from General Fund to Shoreline Access Const. CRF		100,000
Transfer from General Fund to Recreation CRF		100,000
Transfer from General Fund to Beach Nourishment CRF		935,962
	$	1,578,790

Section 3.

The following amounts are hereby appropriated in the Water Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Water Administration	$	1,089,022
Water Treatment Plant		1,767,145
Water Systems		1,016,463
Cost allocation - General Fund		522,674
	$	4,395,304

ATTACHMENT NB-1

It is estimated that the following revenues will be available in the Water Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Water sales	$	4,236,054
Taps and connections		50,000
Interest on investments		75,000
Miscellaneous revenues		15,500
Wastewater debt repayment		18,750
	$	4,395,304

Section 4.

The following amounts are hereby appropriated in the Water Capital Reserve Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Water System development – Expansion and Replacement	$	324,000
	$	324,000

It is estimated that the following revenues will be available in the Water Capital Reserve Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Water System development fees	$	324,000
	$	324,000

Section 5.

The following amounts are hereby appropriated in the Wastewater Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Wastewater System	$	230,660
	$	230,660

It is estimated that the following revenues will be available in the Wastewater Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Wastewater charges	$	224,090
Taps and connections		6,570
	$	230,660

Section 6.

The following amounts are hereby appropriated in the Wastewater Capital Reserve Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Wastewater System development - Expansion and Replacement	$	18,750
	$	18,750

It is estimated that the following revenues will be available in the Wastewater Capital Reserve Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Wastewater System development fees	$	18,750
	$	18,750

Section 7.

There is hereby levied a tax at the rate of $.355 per one hundred dollars ($100) valuation of property listed for taxes as of January 1, 2023, for the purpose of raising the revenue listed as "Taxes - Current Year" in the Annual Budget Estimate-Revenue section of this proposed budget.

The rate of tax is based on an estimated total valuation of property for the purpose of taxation of $3,066,238,230 and an estimated collection rate of 99.73 percent.

There is hereby levied an additional tax at the rate of $.24 per one hundred dollars ($100) valuation of property listed in the Municipal Service District (MSD) for taxes as of January 1, 2023, for the purpose of raising the revenue listed as "Taxes – Municipal Service District" in the Annual Budget Estimate-Revenue section of this proposed budget.

The rate of tax is based on an estimated total valuation of property in the Municipal Service District for the purpose of taxation of $207,105,600 and an estimated collection rate of 100 percent.

Section 8.

The budget officer is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

A. He/she may transfer amounts between objects of expenditure (line item) within a department without limitation and without a report being requested.

B. He/she may not transfer any amounts between departments of the same fund with the following exceptions:

1. Amounts may be transferred between the following departments:
   Administration
   Administration - Buildings and Grounds

2. Amounts may be transferred between the following departments:
   Finance
   Finance - Management Information Systems
   Finance - Fleet Maintenance

3. Amounts may be transferred between the following departments:
   Planning
   Planning – Beach Nourishment

4. Amounts may be transferred between the following departments:
   Police
   Police - Animal Control

5. Amounts may be transferred between the following departments:
   Fire – Station 14
   Fire - Ocean Rescue

6. Amounts may be transferred between the following departments:
   Public Works - Streets
   Public Works - Solid Waste

7. Amounts may be transferred between the following departments:
   Water Administration
   Water Plant
   Water Systems

These departments are accounted for individually for reporting purposes. However, only one department head presides over Administration; one over Finance; one over Planning; one over Police; one over Fire; one over Public Works; and one over the Water department. Transfers between a single department head's programs may become necessary and may be expended through approval by the budget officer. Any such transfers shall be reported to the governing board at its next meeting and shall be entered into the minutes.

C. He/she may not transfer any amount between funds nor from any contingency appropriation within any fund.

Section 9.

The budget is presented in object of expenditure (line item form) for detail purposes only. The budget is adopted on a departmental appropriation basis.

Section 10.

Fees. (Non-refundable)

Charges for services and fees by Town departments, excluding those established by state statute, are levied in the amounts set forth in the attached fee schedule (see Attachment 1).

Section 11.

Water Rates
Quarterly Minimum Charge for the First 5,000 Gallons

Meter Size		Rate
5/8 inch	$	78.00
1 inch		141.00
1 ½ inch		327.00
2 inch		606.00
3 inch		1,166.00
4 inch and up		2,211.00

Commodity Rate
(Per 1,000 Gallons Over Minimum)

Gallonage		Kill Devil Hills Customers		Out of Town Customers[1]
6,000 – 40,000	$	8.50	$	9.00
41,000 – 250,000		9.00		9.50
251,000 – 1,000,000		9.50		10.00
1,001,000 and over		10.00		10.50

1 The basic 5/8 inch meter rate for Out of Town customers is $97.00 for the first 5,000 gallons and the commodity rate shown here.

Surety Deposits

Meter Size		Rate
5/8 inch	$	100.00
1 inch		200.00
1 ½ inch		350.00
2 inch		550.00
3 inch		1,100.00
4 inch and up		2,200.00
Hydrant Meter		1,000.00

Tap Fees
(Installation Charges)

Meter Size		Fee
5/8 inch	$	1,275.00
1 inch		1,620.00
1 ½ inch		4,480.00 **
2 inch		4,870.00 **
3 inch and up		***

** Additional fees apply if a road bore is needed
*** Cost (materials, labor, equipment, engineering, etc.)

Water meter service size shall be determined by the Public Services Director or his/her designee based on American Waterworks Standards.

System Development Fees

$6,000 per 5/8 inch meter unit. A meter unit shall equal one 5/8 inch system development fee charges as follows:

Single Family Residence - one 5/8 inch system development fee (SDF) per unit.

Multifamily -

1. Condos, town houses, cottage courts, apartments, duplexes, mobile homes and other types of multifamily units – one system development fee per unit.

2. Hotel, motels, assisted living, and nursing homes –
   a. One system development fee per each unit that provides independent living accommodations including separate areas for 1. Sleeping (bedroom); 2. Bathing and waste disposal (bathroom); and, 3. Food preparation with cooking facilities (kitchen or kitchenette).

   b. Efficiency or kitchenette unit including hotel or motel units that provide an area for food preparation with cooking facilities (kitchen or kitchenette) but without a separate sleeping area (bedroom) calculated at one system development fee for every two units.

c. Standard room without food preparation and cooking facilities (kitchen) calculated at one system development fee for every three units.

3. Per §51-35 of the KDH Town Code, "The town reserves the right in all cases to stipulate the size, type, and make of the meter to be used on any connection." Meters other than ordinary 5/8" single-family residences shall be sized according to the American Waterworks Association (AWWA) Manual M-22, latest edition. Once the meter size has been calculated and approved by the Town, the SDF shall be determined by the meter size in accordance with the following table:

1" Meter…	$10,400	3" Meter…..	$30,500
1 ½" Meter...	$15,800	4" Meter…..	$41,400
2" Meter…...	$20,900	6" Meter…..	$62,700

Miscellaneous Fees – are levied in the amounts set forth in the attached fee schedule (see attachment 2).

Section 12.

Wastewater Rates
Quarterly Minimum Charge for the
First 4,000 Gallons

Minimum (0-4,000 Gallons).....	$ 72.00
Commodity rate (per 1,000 Gallons).....	17.70
Surety deposits (double the quarter minimum).....	144.00
Connection fee (all meter sizes).....	1,500.00
System Development fee (based on design flow).....	12.95/gal
Reconnection fee (for non-payment of application).....	50.00
Penalty – 10 percent (late payment of bills)	

Town of Kill Devil Hills, North Carolina
Adopted Budget Ordinance
For the Fiscal Year 2023-2024

Section 13.

Copies of the Budget Ordinance shall be furnished to the Budget Officer, the Finance Officer and the Tax Collector for direction in the carrying out of their duties.

Adopted this_____day of June, 2023, upon motion by _____, seconded by _____, the KILL DEVIL HILLS BOARD OF COMMISSIONERS BUDGET ORDINANCE FOR THE FISCAL YEAR 2023-2024 was passed by a vote of _____in favor and _____opposed.

SEAL

_____
Benjamin A. Sproul
Mayor of Kill Devil Hills

ATTEST:

_____
James Michael O'Dell, Town Clerk

APPROVED AS TO FORM:

_____
Casey C. Varnell, Town Attorney

I, James Michael O'Dell, Town Clerk of the Town of Kill Devil Hills, do hereby certify that the foregoing entitled KILL DEVIL HILLS BOARD OF COMMISSIONERS BUDGET ORDINANCE FOR THE FISCAL YEAR 2023-2024 was placed in the Town Code on the _____day of June, 2023, at _____o'clock __m.

_____
James Michael O'Dell, Town Clerk

Building Permit Fees. Prior to the issuance of any permit, all building permit fees shall be paid, along with all other required town fees. All permits shall be consistent with the North Carolina Uniform Building Code.	
All new structures and additions including covered decks and all structures moved within or into town, excluding those structures relocated on the same lot. This fee includes plumbing, electrical and mechanical permits in one joint permit.	Residential heated space - 75 cents per square foot, Residential unheated space - 40 cents per square foot, Commercial heated and unheated space - 80 cents per square foot, minimum fee of $150.
Piers, bulkheads, open decks, new roofs and any activity which requires a building permit not addressed in this schedule.	$200 each
Fences, demolition and land disturbance.	$100 each
Certificate of Occupancy	$50 each
Signs	$100 per sign
Banners	$100 each
Renovation/remodeling and relocation (on same lot) of existing structures without a change in the footprint including electrical, plumbing and/or mechanical upgrades.	45 cents per square foot, minimum fee of $100
Electrical permits, plumbing permits, mechanical permits.	$150 each
Pool and hot tub	$200 each
Accessory use structure (excluding pools, hot tub and heated space).	Residential - 30 cents per square foot, minimum fee of $100 Commercial - 45 cents per square foot, minimum fee of $150
Temporary poles, phone booths and CATV amplifiers.	$50 per installation
Re-inspection fee for all required re-inspections.	$100 each
Homeowner recovery fee.	$10
Temporary electric service (prior to occupancy).	$100 per unit
A penalty fee shall be charged for starting work without a permit.	Amount equal to the permit fee in addition to the permit fee.
Driveway permit	$50 each
Permit Reinstatement Fee	One-half the cost of the original permit with a minimum fee of $100. (Reinstated permits will be inspected under the applicable codes in effect at the time of reinstatement).
Miscellaneous Fees. Miscellaneous fees shall include but not be limited to the following	
Cook Book - $5.00 to McCown Scholarship Fund, $20.00 subject to NC sales tax [1]	$25.00
License plates (regular) [1]	$5.00
Birdhouse/Bird Feeder[1]	$10.00
Paws Park T-Shirt[1]	$14.99
Town Flag (3ftx5ft)[1]	$90.00
Windsock[1]	$8.43

1 Subject to NC sales tax

Miscellaneous Fees (con't). Miscellaneous fees shall include but not be limited to the following	
Animal adoption fee	$10.00
Animal shelter boarding fee – per day	$50.00
Dog tag fee; male or female intact, or without proof of being spayed or neutered	$5.00
Dog tag fee (issuance) with proof of being spayed or neutered	$2.50
Dog tag fee (replacement tags)	$2.50
Rabies inoculation	$7.00
Annual Comprehensive Financial Report[1]	$25.00
Copies B/W[1]	6 cents per page
Copies Color[1]	9 cents per page
Copies (large format sheets 18" and above) B/W[1]	$5.00 per sheet
Copies (large format sheets 18" and above) Color[1]	$50.00 per sheet
Photography Copies - Printed[1]	$2.00 per sheet
Photography Copies - Digital[1]	$10 per CD
Video copy fee[1]	Actual cost of media
Recycle bag[1]	$2.81
Return check fee	$25.00
Town budget[1]	$25.00
Fingerprint fee	$10.00
Police or accident reports	$5.00
Precious Metals: NC 66-165	
Annual permit fee	$180.00
Employee permit (initial)	$10.00
Employee permit (renewal)	$3.00
Sunshine list	$10.00
Taxi cab companies application review fee	$50.00
Taxi cab driver permit	$15.00
Taxi cab driver renewal fee	$5.00
Business registration fee	$25.00

1 Subject to NC sales tax

Miscellaneous Fees (con't). Miscellaneous fees shall include but not be limited to the following	
Daycare, retirement daycare, adult daycare inspection fee (annual or initial)	$100.00
Town Code book[1]	$125.00
Zoning Ordinance (small map included)[1]	$20.00
Zoning compliance letters	$75.00
Beach driving permit - seasonal	$25.00
Beach driving permit - short-term (up-to-14-day time period)	$10.00
Commercial dumpster container[1]	Cost plus $75 administrative fee
Commercial dumpster lid for baker containers[1]	$50.00
Commercial dumpster lid rod and hardware[1]	$20.00
Commercial dumpster lid limiters[1]	$55.00
Residential refuse containers (new and replacement)[1]	$100.00
Residential refuse containers (overflow - winter only)[1]	Cost plus 10% administrative fee
Residential refuse container replacement 2 wheels and axle[1]	$40.00
Residential refuse container replacement lid[1]	$35.00
No trespassing Sign[1]	$27.17

1 Subject to NC sales tax

Miscellaneous Fees	
Turn off fee (winterizing)	$25.00
Administrative service penalty (non-payment)	$50.00
Reconnect fee (non-payment of application)	$50.00
Re-read fee/in-house calibration (if nothing is wrong with the meter)	$25.00
Return check fee	$25.00
Locks	$100.00
Angle valve (includes lock)	$250.00
Coppersetter (includes lock and angle valve)	$350.00
Meter – 5/8" (includes lock, angle valve and coppersetter)	$500.00
Drop-in fee (existing tap but no meter)	Cost of materials plus 25%
Orion Transmitter	$150.00
Meter box and/or lid (5/8" and 1")	$100.00
Service line	$100.00
Penalty – (late payment of water bill)	10 percent

Distribution System – any damage to our Distribution System (meters larger than 5/8", hydrants, water mains, main line valves, fire hydrants, etc.) - the fee will be a total of actual costs for labor, materials, equipment, water loss, plus an administrative charge equal to 25 percent of the costs for labor, materials, equipment and water loss.

1 Subject to NC sales tax

Kill Devil Hills Board of Commissioners
Capital Reserve Ordinance

Budget Ordinance Number 2014-12

CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF THE CONSTRUCTION OF SIDEWALKS AND MULTI-USE PATHS IN KILL DEVIL HILLS

BE IT ORDAINED by the Honorable Mayor and Board of Commissioners of the Town of Kill Devil Hills, North Carolina that the following Capital Reserve Fund is hereby established:

Section 1.

The Board of Commissioners hereby creates a capital reserve fund for the purpose of the construction of sidewalks and multi-use paths in Kill Devil Hills.

Section 2.

The Kill Devil Hills Board of Commissioners will make appropriations from this fund to finance capital projects which are part of a multi-year program of sidewalks and multi-use paths construction.

Section 3.

This fund will remain operational for a period not to exceed ten years beginning July 1, 2014 and ending July 1, 2024.

Section 4.

The Kill Devil Hills Board of Commissioners will strive to appropriate or transfer an amount each year to this fund which will provide funding for the stated purpose.

Section 5.

A percentage of the ad valorem tax revenue will serve as the source of revenue for the capital reserve fund.

Adopted June 25, 2014.

Kill Devil Hills Board of Commissioners
Capital Reserve Ordinance

Budget Ordinance Number 15-4

CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF THE CONSTRUCTION OF AND IMPROVEMENTS TO STREETS AND RELATED STORM WATER MANAGEMENT

***BE IT ORDAINED* by the Honorable Mayor and Board of Commissioners of the Town of Kill Devil Hills, North Carolina, that the following Capital Reserve Fund is hereby established:**

Section 1.

The Board of Commissioners hereby creates a capital reserve fund for the purpose of the construction and improvements of streets and related storm water management improvements.

Section 2.

The Kill Devil Hills Board of Commissioners will make appropriations from this fund to finance capital projects which are part of a multi-year program of streets construction and improvements and related storm water management improvements.

Section 3.

This capital reserve fund combines our capital reserve fund for street construction and improvements and our capital reserve fund for storm water management improvements which were previously accounted for in separate reserve funds.

Section 4.

This fund will remain operational for a period not to exceed ten years beginning July 1, 2015 and ending June 30, 2025.

Section 5.

The Kill Devil Hills Board of Commissioners will strive to appropriate or transfer an amount each year to this fund which will provide funding for the stated purpose.

Section 6.

A percentage of the ad valorem tax revenue will serve as the source of revenue for the capital reserve fund.

Section 7.

This ordinance shall become effective upon its adoption.

Adopted June 24, 2015

Kill Devil Hills Board of Commissioners
Capital Reserve Ordinance

Budget Ordinance Number 17-13

CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF WATER SYSTEM DEVELOPMENT AND EXPANSION

***BE IT ORDAINED* by the Honorable Mayor and Board of Commissioners of the Town of Kill Devil Hills, North Carolina, that the following Capital Reserve Fund is hereby established:**

Section 1.

The Board of Commissioners hereby creates a Capital Reserve Fund for the purpose of funding capital projects related to the town's water system.

Section 2.

The Kill Devil Hills Board of Commissioners will make appropriations from this fund to finance capital projects of the Water System.

Section 3.

All system development fees will serve as the source of revenue for this Capital Reserve Fund.

Section 4.

This ordinance shall become effective upon its adoption.

Adopted November 13, 2019

Kill Devil Hills Board of Commissioners
Capital Reserve Ordinance

Budget Ordinance Number 17-14

CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF WASTEWATER DEBT SERVICE, SYSTEM DEVELOPMENT AND EXPANSION

***BE IT ORDAINED* by the Honorable Mayor and Board of Commissioners of the Town of Kill Devil Hills, North Carolina, that the following Capital Reserve Fund is hereby established:**

Section 1.

The Board of Commissioners hereby creates a Capital Reserve Fund for the purpose of funding capital projects related to the Town's wastewater system.

Section 2.

This fund is to finance debt service payment.

Section 3.

The Kill Devil Hills Board of Commissioners will make appropriations from this fund to finance capital projects of the wastewater system.

Section 4.

All system development fees will serve as the source of revenue for this Capital Reserve Fund.

Section 5.

This ordinance shall become effective upon its adoption.

Adopted November 13, 2019

Kill Devil Hills Board of Commissioners
Capital Reserve Ordinance

Budget Ordinance Number 18-10

CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF NOURISHING APPROXIMATELY 2.6 MILES OF OCEANFRONT BEACHES IN THE TOWN OF KILL DEVIL HILLS

***BE IT ORDAINED* by the Honorable Mayor and Board of Commissioners of the Town of Kill Devil Hills, North Carolina, that the following Capital Reserve Fund is hereby established:**

Section 1.

The Board of Commissioners hereby creates a Capital Reserve Fund for the purpose of nourishing approximately 2.6 miles of oceanfront beaches in Kill Devil Hills.

Section 2.

The Board of Commissioners will make appropriations from this fund to finance the Town's portion of expenses to achieve this multi-year, long-term beach nourishment program in accordance with funding ratios to be established by the participating Dare County local governments based on equitable distribution of nourishment benefits.

Section 3.

The fund will remain operational for a period not to exceed ten years beginning July 1, 2021, and ending June 30, 2031.

Section 4.

The Kill Devil Hills Board of Commissioners will strive to appropriate or transfer an amount each year to this fund.

Section 5.

A percentage of the ad valorem tax revenue will serve as the source of revenue for the capital reserve fund.

Section 6.

This ordinance shall become effective upon its adoption.

Adopted June 23, 2021

Kill Devil Hills Board of Commissioners
Capital Reserve Ordinance

Budget Ordinance Number 18-11

CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF DEVELOPMENT OF RECREATIONAL FACILITIES

***BE IT ORDAINED* by the Honorable Mayor and Board of Commissioners of the Town of Kill Devil Hills, North Carolina, that the following Capital Reserve Fund is hereby established:**

Section 1.

The Board of Commissioners hereby creates a Capital Reserve Fund for the purpose of development of recreational facilities.

Section 2.

The Board of Commissioners will make appropriations from this fund to finance capital projects which are a part of a multi-year program for the implementation of the adopted Recreational Facilities Plan.

Section 3.

The fund will remain operational for a period not to exceed ten years beginning July 1, 2021, and ending June 30, 2031.

Section 4.

The Kill Devil Hills Board of Commissioners will strive to appropriate or transfer an amount each year to this fund.

Section 5.

A portion of the ad valorem tax and other general fund revenues will serve as the source of revenue for this Capital Reserve Fund.

Section 6.

This ordinance shall become effective upon adoption.

Adopted June 23, 2021

Kill Devil Hills Board of Commissioners
Capital Reserve Ordinance

Budget Ordinance Number 18-12

CAPITAL RESERVE ORDINANCE FOR THE PURPOSE OF CONSTRUCTION OF AND IMPROVEMENTS TO SHORELINE ACCESSES

***BE IT ORDAINED* by the Honorable Mayor and Board of Commissioners of the Town of Kill Devil Hills, North Carolina, that the following Capital Reserve Fund is hereby established:**

Section 1.

The Board of Commissioners hereby creates a Capital Reserve Fund for the purpose of new construction, renovation, and reconstruction of and improvements to shoreline accesses.

Section 2.

The Kill Devil Hills Board of Commissioners will make appropriations from this fund to finance capital projects which are a part of a multi-year program for the implementation of the adopted Shoreline Access Plan.

Section 3.

The fund will remain operational for a period not to exceed ten years beginning July 1, 2021, and ending June 30, 2031.

Section 4.

The Kill Devil Hills Board of Commissioners will strive to appropriate or transfer an amount each year to this fund.

Section 5.

A portion of the ad valorem tax and other general fund revenues will serve as the source of revenue for this Capital Reserve Fund supplemented by grant funds from the North Carolina Coastal and Estuarine Access Program.

Section 6.

This ordinance shall become effective upon adoption

Adopted June 23, 2021

Town of Kill Devil Hills, North Carolina
Capital Project and Capital Reserve Budget Ordinances Adopted in Prior Years

Kill Devil Hills Shore Protection Project
Capital Project Ordinance Amendment

(BEACH NOURISHMENT)

Budget Ordinance Number 18-13

***BE IT ORDAINED* by the Board of Commissioners of the Town of Kill Devil Hills, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance, originally adopted June 23, 2021, and amended September 12, 2022 and March 13, 2023:**

Section 1.

The project authorized is KILL DEVIL HILLS SHORE PROTECTION PROJECT (BEACH NOURISHMENT) to be financed by special obligation bonds, contributions from Dare County beach nourishment fund, ad valorem revenues, or other sources of revenue. The estimated project life is anticipated to be through December 31, 2022.

Section 2.

The officers of the Town are hereby directed to proceed with the capital project within the terms of the Municipal Service District (MSD) Resolution, Dare County Inter-local agreement, bond resolution, and budget contained herein.

Section 3.

The following amounts are appropriated for the project:

Design, Permitting & Professional Services	$	6,795,623
Mobilization, Demobilization and Construction Costs		
	$	6,795,623

Section 4.

The following revenues are anticipated to be available to complete this project:

Proceeds from special obligation bonds - FEMA	$	3,638,169
Proceeds from special obligation bonds		593,224
Contribution from Dare County – Project		691,137
Contribution from Dare County – Sand fence		48,000
Proceeds from NC DEQ Grant		1,456,876
Contribution from capital reserve		368,217
	$	6,795,623

Section 5.

The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agencies, the grant agreements, and federal regulations. The terms of the bond resolution also shall be met.

Section 6.

Funds may be advanced from the Capital Project Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7.

The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and on the total revenues received or claimed.

Section 8.

The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board of Commissioners.