



August 6, 2024

To: Drew Havens, Town Manager

From: Jessica Barnes, Finance & Human Resources Administrator

Re: Preliminary June Financial Statements

### **Revenues**

The Sales and Use Tax revenues received for the April collections were in the amount of \$149,712.61 – a 2.16% increase compared to the prior year. In July we also received May collections in the amount of 147,486.91. This brings our June Sales and Use Tax Revenue total to 297,200. We still have June collections that will be received in August, and I am very confident that our year-to-date collections will be over our budgeted amount.

Property Tax revenues included collections through May 2024, in the amount of \$930.55. This was an increase of 185% compared to the same period last year. We have collected 101.61% thus far in Fiscal Year 2024.

Motor Vehicle Tax revenues were also received in the amount of \$3,892.32 for collections from May. This was a 12% decrease compared to collections from May 2023. Year-to-date for Motor Vehicle Tax we have exceeded our budget by 20,075.74.

The Occupancy Tax received was for the April collections in the amount of \$91,882.79 - a 24% decrease from the April Collections last fiscal year. In July we also received the May collections in the amount of 156,216.18. This brings our June Occupancy Tax revenue received to a total of \$248,099. With June collections still to be received in August, I am confident that we will exceed our budgeted amount for the year.

The Town also received another reimbursement for the NC-12 and Living Shoreline project from the Outer Banks Visitors Bureau in the amount of \$78,000.

Investment earnings continue to be strong for this fiscal year. Our monthly yield for the North Carolina Capital Management Trust investment account was 5.36% and the PNC Money Market accounts continue to range between 2.78-2.84% as of June 30, 2024. We received total earnings in the amount of \$31,405.01, compared to 52,063.90 earned in June 2023.

### **Expenses**

Overall, expenses are generally within budget. I am currently working with Teresa Osborne to make final adjustments that may be needed.

**General**

As you can see from the report outlining revenues and expenditures, expenditures did outweigh the revenues for June, as well as so far in the year-to-date comparison. This is in large part due to the NC-12 Resiliency project. Joe Heard is still finalizing the reimbursement requests for the grant funding that the Town of Duck was awarded for this project.

The Town will continue to record additional expenditures and revenues through July and August, as we continue to receive revenues from tax collections and accruing expenses paid after June 30<sup>th</sup>, that are applicable to fiscal year 2024. I am working with Teresa Osborne in the coming weeks to update the June 30<sup>th</sup> financial statements by August 23, 2024, in preparation for the September council meeting.

**Monthly Cash Balance and Tax Summary**  
**Town of Duck, North Carolina**

| <b>Cash Balance</b>               |                     |                     |                |                          |
|-----------------------------------|---------------------|---------------------|----------------|--------------------------|
| Account                           | 6/30/2024           | 6/30/2023           | Percent Change | Current Yield on Account |
| NCCMT Government Port             | \$5,558,692         | \$8,885,581         | -37.44%        | 5.36%                    |
| General Checking Account          | \$995,581           | \$1,045,534         | -4.78%         | 2.78%                    |
| PNC Money Market                  | \$1,118,176         | \$1,087,433         | 2.83%          | 2.84%                    |
| PNC MM BN                         | \$1,441,128         | \$1,401,720         | 2.81%          | 2.84%                    |
| PNC BN Property Checking Account  | \$71,210            | \$27,820.00         | 100.00%        | 2.78%                    |
| PNC BN 2021A Bond Money Market    | \$27                | \$114,863           | #DIV/0!        | 2.94%                    |
| PNC BN FEMA 2021B Loan Fund MM    | \$0                 | \$0                 | #DIV/0!        | 0.00%                    |
| PNC BN FEMA 2021B Sinking Fund MM | \$1,829,349         | \$0                 | 100.00%        | 2.84%                    |
| <b>Total:</b>                     | <b>\$11,014,162</b> | <b>\$12,562,951</b> | <b>-12.33%</b> |                          |

| <b>Tax Summary</b> |                    |                    |                  |                   |
|--------------------|--------------------|--------------------|------------------|-------------------|
|                    | Total Levy         | Amount Collected   | Balance Due      | Percent Collected |
| Town Wide Levy     | \$4,060,329        | \$4,136,376        | -\$76,047        | 101.87%           |
| MSD-A              | \$647,411          | \$652,471          | -\$5,059         | 100.78%           |
| MSD-B              | \$355,872          | \$356,052          | -\$180           | 100.05%           |
| <b>Total:</b>      | <b>\$5,063,613</b> | <b>\$5,144,898</b> | <b>-\$81,286</b> | <b>101.61%</b>    |

Tax collections reported are through May 31, 2024.  
The PNC FEMA 2021B Loan Fund was closed on June 26, 2023.

| Fiscal Year 2023-24         | Budget     |            | Current Fiscal Year |         |           |         |           |           |         |           |           |           |           |         |            |        | Prior Fiscal Year |        |
|-----------------------------|------------|------------|---------------------|---------|-----------|---------|-----------|-----------|---------|-----------|-----------|-----------|-----------|---------|------------|--------|-------------------|--------|
| Expenditure                 | Original   | Current    | July                | Aug     | Sept      | Oct     | Nov       | Dec       | Jan     | Feb       | March     | April     | May       | June    | Total      | YTD %  | Total             | YTD %  |
| Governing Body              | 153,231    | 153,231    | 89,609              | 3,460   | 14,977    | 2,802   | 3,441     | 6,325     | 13,805  | 2,631     | 4,106     | 3,992     | 10,716    | -2,012  | 153,851    | 100.4% | 139,950           | 95.8%  |
| Administration              | 768,090    | 773,590    | 52,448              | 65,975  | 64,436    | 58,273  | 58,716    | 80,424    | 55,659  | 51,477    | 56,269    | 56,026    | 88,199    | 57,338  | 745,240    | 96.3%  | 681,686           | 102.3% |
| Finance                     | 122,119    | 122,119    | 840                 | 1,357   | 21,285    | 14,421  | 5,228     | 36,583    | 37,217  | 9,037     | 2,481     | 1,566     | 1,373     | 64      | 131,450    | 107.6% | 124,676           | 99.4%  |
| Legal                       | 65,460     | 65,460     | 0                   | 16,346  | 20,748    | 0       | 22,019    | 6,775     | 656     | 6,893     | 3,912     | 25,280    | 10,020    | 5,291   | 117,940    | 180.2% | 68,501            | 83.3%  |
| Public Facilities           | 460,708    | 491,799    | 12,804              | 53,121  | 22,176    | 32,297  | 166,353   | 42,277    | 43,289  | 28,891    | 28,880    | 28,381    | 36,949    | 26,069  | 521,488    | 106.0% | 694,651           | 119.5% |
| Information Technology      | 159,352    | 194,352    | 12,432              | 5,570   | 12,022    | 15,674  | 20,129    | 8,733     | 14,508  | 3,422     | 14,825    | 15,607    | 40,873    | 17,168  | 180,962    | 93.1%  | 133,322           | 71.1%  |
| Police                      | 1,974,047  | 2,025,177  | 205,516             | 151,024 | 298,757   | 151,092 | 168,917   | 239,844   | 158,659 | 122,623   | 152,362   | 176,390   | 194,260   | 128,620 | 2,148,064  | 106.1% | 2,171,911         | 110.4% |
| Fire                        | 1,983,189  | 1,983,719  | 202,988             | 105,928 | 207,657   | 183,261 | 163,677   | 173,828   | 213,591 | 103,760   | 119,645   | 251,749   | 155,797   | 116,286 | 1,998,167  | 100.7% | 1,946,807         | 73.9%  |
| Inspections                 | 236,949    | 237,479    | 22,595              | 16,079  | 19,437    | 17,562  | 19,214    | 24,028    | 16,827  | 14,458    | 16,580    | 16,637    | 24,775    | 14,771  | 222,963    | 93.9%  | 201,492           | 98.4%  |
| Ocean Rescue                | 628,100    | 628,100    | 240,218             | 65,000  | 55,185    | 50,185  | 20,185    | 185       | 40,370  | 40,000    | 185       | 0         | 116,504   | 252     | 628,270    | 100.0% | 580,069           | 108.4% |
| Streets & Highways          | 3,248,994  | 4,715,811  | 11,426              | 8,950   | 5,962     | 24,938  | 565,484   | 936,399   | 206,100 | 1,029,023 | 475,619   | 352,624   | 673,395   | 29,338  | 4,319,257  | 91.6%  | 356,062           | 11.1%  |
| Sanitation                  | 1,347,410  | 1,347,410  | 17,838              | 81,848  | 145,749   | 72,073  | 120,233   | 113,068   | 114,652 | 99,574    | 128,342   | 114,052   | 119,674   | 118,657 | 1,245,759  | 92.5%  | 982,768           | 82.8%  |
| Environmental Protection    | 913,086    | 1,017,451  | 0                   | 26,582  | 69,702    | 18,508  | 68,185    | 546,495   | 3,885   | 28,372    | 64,725    | 7,593     | -1,220    | 44,805  | 877,633    | 86.3%  | 2,377,559         | 126.4% |
| Community Development       | 373,828    | 374,358    | 25,981              | 23,686  | 26,743    | 26,411  | 29,223    | 37,578    | 25,128  | 23,651    | 26,908    | 24,200    | 36,938    | 26,263  | 332,711    | 88.9%  | 326,160           | 107.1% |
| Recreation & Special Events | 227,000    | 227,000    | 60,347              | 25,708  | 18,352    | 71,849  | 11,392    | 2,601     | 1,304   | 0         | 4,255     | 8,648     | 15,441    | 12,026  | 231,922    | 102.2% | 217,919           | 124.3% |
| Transfers                   | 1,384,288  | 1,384,288  | 0                   | 0       | 0         | 0       | 0         | 0         | 0       | 0         | 0         | 0         | 0         | 0       | 0          | 0.0%   | 0                 | 0.0%   |
| Contingency                 | 86,389     | 86,389     | 0                   | 0       | 0         | 0       | 0         | 0         | 0       | 0         | 0         | 0         | 0         | 0       | 0          | 0.0%   | 0                 | 0.0%   |
| Total                       | 14,132,240 | 15,827,733 | 955,042             | 650,634 | 1,003,187 | 739,348 | 1,442,395 | 2,255,144 | 945,650 | 1,563,810 | 1,099,095 | 1,082,745 | 1,523,692 | 594,937 | 13,855,677 | 87.5%  | 10,078,521        | 66.1%  |

| Fiscal Year 2023-24       | Budget     |            | Current Fiscal Year |         |           |           |         |           |           |         |         |           |         |           |            |        | Prior Fiscal Year |        |
|---------------------------|------------|------------|---------------------|---------|-----------|-----------|---------|-----------|-----------|---------|---------|-----------|---------|-----------|------------|--------|-------------------|--------|
| Revenue                   | Original   | Current    | July                | Aug     | Sept      | Oct       | Nov     | Dec       | Jan       | Feb     | March   | April     | May     | June      | Total      | YTD %  | Total             | YTD %  |
| Ad Valorem Taxes          | 4,141,643  | 4,141,643  | 0                   | 26,806  | 1,090,148 | 380,473   | 197,072 | 1,525,129 | 539,752   | 369,752 | 67,304  | 27,285    | 12,155  | 4,640     | 4,240,516  | 102.4% | 4,145,858         | 101.3% |
| MSD Taxes                 | 1,009,030  | 1,009,030  | 0                   | 4,337   | 154,346   | 117,348   | 58,491  | 356,266   | 135,885   | 97,427  | 20,910  | 4,428     | 2,232   | 289       | 951,959    | 94.3%  | 1,012,081         | 101.1% |
| Local Govt Sales Tax      | 1,900,000  | 1,900,000  | 0                   | 0       | 259,282   | 291,926   | 249,106 | 196,861   | 144,966   | 139,650 | 141,215 | 125,859   | 115,515 | 297,200   | 1,961,578  | 103.2% | 2,124,121         | 115.9% |
| Real Estate Transfer Tax  | 425,000    | 425,000    | 0                   | 0       | 0         | 120,563   | 0       | 0         | 115,633   | 0       | 0       | 124,807   | 0       | 128,288   | 489,290    | 115.1% | 535,483           | 66.9%  |
| Occupancy Tax             | 2,000,000  | 2,000,000  | 0                   | 0       | 600,970   | 404,749   | 221,914 | 96,605    | 50,667    | 37,704  | 43,143  | 41,980    | 66,254  | 248,099   | 1,812,085  | 90.6%  | 2,233,398         | 123.7% |
| Grants                    | 2,902,239  | 3,057,683  | 0                   | 0       | 0         | 0         | 0       | 0         | 0         | 0       | 29,000  | 1,819,133 | 345,610 | 225,806   | 2,419,549  | 79.1%  | 213,701           | 8.7%   |
| ABC and Beer & Wine       | 91,800     | 91,800     | 0                   | 0       | 0         | 0         | 32,202  | 0         | 33,715    | 12,342  | 0       | 0         | 3,749   | 7,911     | 89,919     | 98.0%  | 84,985            | 130.9% |
| Utility Taxes             | 405,000    | 405,000    | 0                   | 0       | 96,519    | 0         | 0       | 139,031   | 0         | 0       | 95,282  | 0         | 0       | 121,887   | 452,718    | 111.8% | 419,868           | 102.5% |
| Permits and Fees          | 176,000    | 176,000    | 14,957              | 15,338  | 17,145    | 14,910    | 16,880  | 7,408     | 18,895    | 19,295  | 21,179  | 14,925    | 15,295  | 13,832    | 176,226    | 100.1% | 216,483           | 127.5% |
| Interest & Sale of Assets | 405,000    | 405,000    | 43,514              | 40,704  | 40,955    | 46,570    | 45,374  | 44,578    | 45,265    | 40,733  | 39,225  | 36,557    | 34,586  | 31,405    | 489,467    | 120.9% | 427,604           | 876.2% |
| Transfers                 | 566,868    | 566,868    | 0                   | 0       | 0         | 0         | 0       | 0         | 0         | 0       | 0       | 0         | 0       | 0         | 0          | 0.0%   | 0                 | 0.0%   |
| Debt Proceeds             | 0          | 0          | 0                   | 0       | 0         | 0         | 0       | 0         | 0         | 0       | 0       | 0         | 0       | 0         | 0          | 0.0%   | 0                 | 0.0%   |
| Fund Balance Appropriated | 0          | 1,540,050  | 0                   | 0       | 0         | 0         | 0       | 0         | 0         | 0       | 0       | 0         | 0       | 0         | 0          | 0.0%   | 0                 | 0.0%   |
| Other Revenue             | 109,660    | 109,660    | 61,423              | 21,186  | 20,207    | 20,785    | 4,185   | 20,152    | 5,975     | 34,975  | 17,588  | 5,313     | 12,825  | 30,733    | 255,346    | 232.9% | 241,321           | 11.8%  |
| Total                     | 14,132,240 | 15,827,734 | 119,894             | 108,371 | 2,279,573 | 1,397,324 | 825,224 | 2,386,030 | 1,090,753 | 751,879 | 474,845 | 2,200,285 | 608,221 | 1,110,090 | 13,338,656 | 84.3%  | 10,636,556        | 69.7%  |

| Fiscal Year 2022-23       | July      | Aug       | Sept      | Oct     | Nov       | Dec     | Jan     | Feb       | March     | April     | May       | June    | Total     | Prior Year<br>Total |
|---------------------------|-----------|-----------|-----------|---------|-----------|---------|---------|-----------|-----------|-----------|-----------|---------|-----------|---------------------|
| Revenues vs. Expenditures | (835,148) | (542,263) | 1,276,386 | 657,976 | (617,171) | 130,886 | 145,103 | (811,931) | (624,249) | 1,117,541 | (915,471) | 515,154 | (517,021) | 558,036             |