



## **Agenda**

### **Greenville City Council**

**October 5, 2020**

**6:00 PM**

**This meeting will be virtual and conducted via Zoom. See the City's website ([www.greenvillenc.gov](http://www.greenvillenc.gov)) for details.**

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Assistive listening devices are available upon request for meetings held in the Council Chambers. If an interpreter is needed for deaf or hearing impaired citizens, please call 252-329-4422 (voice) or 252-329-4060 (TDD) no later than two business days prior to the meeting.

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- I. Call Meeting To Order**
  
- II. Invocation - Council Member Bell**
  
- III. Pledge of Allegiance**
  
- IV. Roll Call**
  
- V. Approval of Agenda**
  
- VI. Public Comment Period**

The Public Comment Period is a period reserved for comments by the public. Items that were or are scheduled to be the subject of public hearings conducted at the same meeting or another meeting during the same week shall not be discussed. A total of 30 minutes is allocated with each individual being allowed no more than 3 minutes. Individuals who registered with the City Clerk to speak will speak in the order registered until the allocated 30 minutes expires. If time remains after all persons who registered have spoken, individuals who did not register will have an opportunity to speak until the allocated 30 minutes expires.

**VII. Consent Agenda**

1. Updates to the City's Financial Policies
2. Report on Bids and Contracts Awarded
3. Various Tax Refunds Greater Than \$100

**VIII. New Business**

4. Recommendations from the Joint COG/GUC Pay and Benefits Committee for Plan Year 2021
5. 2021 Schedule of City Council Meetings
6. Budget Schedule for Fiscal Year 2021-2022
7. Ordinance Approving Fiscal Year 2020-21 Capital Reserve Fund Designations
8. Budget Ordinance Amendment #3 to the Fiscal Year 2020-21 City of Greenville Budget (Ordinance #20-025), the Capital Projects Funds (Ordinance #17-024), and the Special Revenue Grants Fund (Ordinance #11-003)
9. Discussion of Public Art Procedure
10. Resolution in Support of Hands Free Law

**IX. Review of October 8, 2020 City Council Agenda**

**X. City Manager's Report**

**XI. Comments from Mayor and City Council**

**XII. Adjournment**



# City of Greenville, North Carolina

Meeting Date: 10/5/2020  
Time: 6:00 PM

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**Title of Item:** Updates to the City's Financial Policies

**Explanation:** The City has established financial policies and guidelines to oversee the custody of the City's financial and operating assets and to establish internal controls to ensure fiscal responsibility over City operations in compliance with Generally Accepted Accounting Principles and Governmental Accounting Standards. The Financial Policy guidelines establish reasonable parameters for the financial operations of the City to ensure that operating and capital needs are met while maintaining financial sustainability.

Previously, the City's Financial Policies were included in multiple policies adopted by Council. Staff recommends the individual policies be consolidated into one comprehensive policy.

As the City has continued to replace outdated systems and add new applications, the Financial Policies have been updated to reflect operational changes.

Revisions to the City of Greenville Financial Policy relate to the following operational areas:

- Accounts Payable
- Financial Reserves
- Debt Management
- Budget Development
- Cash Management & Investments
- Identity Theft Prevention
- Revenue Collection
- Capital Improvement Plan
- Fixed Assets
- Vehicle Replacement

A draft of these changes was originally presented at the September 10, 2020, Council workshop. Upon Council approval of the Financial Policies, staff will build various procedures to be referenced and used by City staff to ensure adherence to the Policies.

**Fiscal Note:** No Fiscal Impact

**Recommendation:** Approve the replacement of the City of Greenville Financial Policy, Investment Policy, Electronic Payment & AP Policy, and Identity Theft Detection & Prevention Policy with the Updated City of Greenville Financial Policy

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ATTACHMENTS:

☐ COG\_Financial\_Policy\_1135019

# **City of Greenville**

# **Financial Policy**

**Authority:** North Carolina General Statute 159;  
Governmental Accounting Standards  
Board Standards and Guidance

**Supersedes:** Financial Policy; Electronic Payments &  
Accounts Payable Policy; Investment  
Policy; Identity Theft Detection and  
Prevention Policy

**Review Responsibility:** Financial Services

**Approval Authority:** City Council

**Date:** October 5, 2020

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## INTRODUCTION

This policy is to serve as guidance for all City departments in execution of financial operations within the City of Greenville organization. While it does not address all possible scenarios related to financial operations in the City, it does create a framework to allow the City to meet the needs of its citizens, as well as the goals and priorities set forth by City Council.

Any exception or override to the policies listed in this document will require written approval by the Finance Officer, the City Manager, or his/her designee.

Upon activation of the City of Greenville Emergency Operations Plan, this policy is hereby inactive, and the City of Greenville will follow the financial operation policies and procedures outlined in the Emergency Operations Plan.

The City of Greenville Financial Policy (2016), Electronic Payments and Accounts Payable Policy (2017), Investment Policy (2012), and Identity Theft Detection and Prevention Policy (2009) are all hereby repealed, and shall be replaced with the City of Greenville Financial Policy (2020). This policy shall be effective immediately upon City Council approval and shall supersede all previous financial policies.

The City shall designate a Finance Officer to monitor and enforce financial operations for the City, as outlined by this policy document. This includes signing City of Greenville purchase orders, contracts, and agreements as part of the Pre-Audit Certification for the disbursement of funds, as well as signing City of Greenville cash disbursements, as authorized by NC General Statute 159-28. The Finance Officer may recommend designation of Deputy Finance Officers by resolution of City Council, to perform the same duties in the absence of the Finance Officer.

## ACCOUNTS PAYABLE

The City procures goods and services through a decentralized purchasing process, and maintains the ability to process payments of all invoices by manual check, electronic funds transfer, and purchasing cards. Invoices for goods and services are addressed to, and received by, the various City departments. City departments are responsible for establishing controls to ensure items invoiced have been received in accordance with City policies and procedures.

### INVOICE PROCESSING

All City departments are responsible for ensuring invoices received are processed in the City financial system and approved via approval workflow within 30 days of the receipt of the invoice. All payment requests must be validated by Financial Services for proper documentation. All City departments are responsible for ensuring all items invoiced have been received, in accordance with City policies and procedures, based on controls established/approved by Financial Services. The invoice entry and approval process is provided on the City's Cognet portal, under the Munis Payment Process procedure.

All goods and services over \$1,000 must be purchased via Purchase Order. Direct Invoicing shall only be used in the event that a vendor does not accept purchasing cards or purchase orders, and the invoice amount is under \$1,000. All purchases, by any method, made by the City must be pre-audited by the City Finance Officer, or Deputy Finance Officer(s), in accordance with NCGS 159-28.

To ensure the City is in compliance with the requirements of G.S. 159-28 (d), the Finance Director must provide sufficient internal controls to ensure the following guidelines are followed:

- All expenditures must be authorized by the annual budget ordinance or an adopted capital budget.
- Sufficient remaining budget amounts must be available before the purchase is made.
- Adequate cash balances must be available to fund the purchase.
- All purchases must be in compliance with the City of Greenville Purchasing Procedures Manual.
- Purchases guided by this policy will be included in the financial records each month and encumbered.
- All purchases must be transacted exclusively for the operations and capitalized spending of the City. Purchases cannot be transacted for personal benefit.

### PURCHASING CARDS

Purchasing cards may be used for purchases under the \$1,000 single transaction threshold, with any threshold increases requiring justification and approval of the Finance Officer. Any City



employee requesting a purchasing card must complete an enrollment form requiring approval from the Department Head and Finance Officer.

All City employees in possession of a purchasing card must adhere to the expectations set forth in this Financial Policy and the Purchasing Card Administrative Procedure. Any violation of these policies and procedures requires immediate action, including a written notice to the supervisor and Department Head. Repeated violations result in cancellation of the purchasing card and can result in disciplinary action up to and including termination, in accordance with the City's Personnel Policies. Each employee receives a monthly statement directly from the purchasing card issuer and must prepare a report distributing and explaining the cost of each charge to an appropriate line item and another report summarizing the charges in total by line item. These reports are routed for approval by the card holder's direct supervisor. Department Heads may elect to require additional levels of review and approval.

#### NEW VENDOR SET-UP/MODIFICATION

The City requires all businesses and contractors to be an active vendor in the City's financial system in order to disperse payment. In order to become an active vendor, all businesses must register with the City through the approved registration methods found on the City website. Vendors with incomplete registration information will not be accepted.

Financial Services shall be responsible for all administration of new vendor set-up, and shall maintain access to monitor vendor additions and updates in the financial system for completeness. The City shall maintain vendor records indefinitely. Deletion of vendor records within the financial system shall be prohibited.

#### SYSTEM ACCESS CONTROLS

Financial Services establishes the system access framework for the financial system. All financial system access is restricted with password protection, with functionality restricted through user roles. All requests for access must be approved by a Department Head and the Finance Officer. All access control is granted and removed by the Information Technology Department. To ensure adequately segregated functions, the following system securities exist within the financial management software:

- At the department level, staff that have invoice payment entry responsibilities cannot approve and post batches.
- Financial Services staff that have security for final approval of requests do not perform set-up or change invoice entry information.
- The function of approving documents is segregated from the check printing and issuance functions.
- Any City staff responsible for entering requests for payment cannot approve payment requests in the financial system.

- Financial Services staff is responsible for ensuring that all of the necessary documents have been properly matched prior to issuing payment(s) to the vendor.

## INTERNAL CONTROLS

Within any accounting system, an organization is always exposed to a certain level of risks. The City of Greenville has implemented certain controls in efforts to prevent and reduce risk exposure. While these controls are set in place, they are only able to provide reasonable assurance of effectiveness because it is impossible to completely eradicate the occurrence or the possible occurrence of fraudulent activity. The controls have been listed below:

- Payments are only issued with an accompanying invoice and other supporting documentation.
- All invoices entered into the system are approved by proper workflow and by the Accounting Supervisor and/or designee.
- Purchase requisitions are prepared by City departments and approved by Supervisors/Managers and department heads.
- Purchase orders are generated by the Purchasing Division.
- Upon receiving merchandise the departments perform the necessary receiving procedures. The receiving report is then matched to other support documents within the system.
- Invoice entry payment requests also follow correct workflow and are approved by the Department Head.
- Maintenance to the master vendor file is restricted to the appropriate personnel.
- Check numbers are automatically generated by the financial system.
- Positive pay services are used so that any check not previously registered by number and amount with the bank and uploaded by the check writing software will automatically be rejected unless manually approved by the proper authority.
- The Accounts Payables are reconciled monthly by the Accounting Generalist.
- Transactions will be periodically tested by the Internal Auditor.
- A budget ordinance with appropriate budget is adopted annually to ensure funds are available for spending.
- Encumbrances are utilized within the Financial System to ensure that sufficient monies remain available in an appropriation to cover the amount that is expected to be paid out during the current fiscal year.

## FINANCIAL RESERVES

The City will establish and maintain an Insurance Loss Reserve to pay for needs caused by unforeseen emergencies. This reserve will be maintained at no less than \$2.0 million.

In preparation of the final budget ordinance amendment of any given fiscal year, the City will review budgeted insurance loss, deductibles and premium accounts. If insurance losses, deductibles, and premiums are less than budgeted for any fiscal year, these unspent monies will be transferred to the Insurance Loss Reserve Fund for future unexpected claims, when the City is not operating at the minimum desired reserves.

Unassigned Fund Balance, as defined by GASB Statement 54, will be the portion of fund balance remaining after all other categories have been determined. These other categories are non-spendable amounts, commitments and restrictions for future expenditures, and required reserves as defined by State statutes. The City will maintain a floor of 14% of the total current annual operating budget, while striving to maintain 16%-18% of the total current annual operating budget.

The City Council may, from time to time, appropriate unassigned fund balances that will reduce unassigned fund balances below the 14.0% threshold for the purposes of a declared fiscal emergency or other such global purpose as to protect the long-term fiscal security of the City of Greenville. In such circumstances, the City Council will adopt a plan to restore the unassigned fund balance to or above the threshold within 36 months from the date of the appropriation. If restoration cannot be accomplished within such time period without severe hardship to the City, then the City Council will establish a different but appropriate time period.

The City will establish and maintain reserves in the Health Insurance Fund to pay for needs caused by unforeseen health claims, medical emergencies, and infrastructure improvements for the City Health Clinic. This reserve will be maintained at no less than 50% of the current annual budget in the fund.

## DEBT MANAGEMENT

The City will confine long-term borrowing to capital improvement or projects that cannot be paid for from current revenues or fund balance except where approved justification is provided. The City will utilize a balanced approach to capital funding utilizing debt financing, draws on capital reserves and/or fund balances in excess of policy targets, and current-year (pay-as-you-go) appropriations.

When the City finances capital improvements or other projects by issuing bonds or entering into capital leases, it will repay the debt within a period not to exceed the expected useful life of the project. Target debt ratios will be calculated at least every two years and included in the review of financial trends.

Where feasible, the City will explore the usage of special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.

Prior to the issuance of new General Obligation (GO) debt, consideration shall be given to forecasted tax rate requirements, ratio of net GO debt to assessed taxable value, net GO debt per capita, and debt service payments to General Fund operating budget.

Direct net debt as a percentage of total assessed value of taxable property should not exceed 2.5%. Direct net debt is defined as any and all debt that is tax-supported.

The ratio of direct debt service expenditures as a percent of total governmental fund expenditures will be targeted to remain at or below 10.0% but in any case should not exceed 12.0% with an aggregate direct debt ten-year principal payout ratio target of 60.0% or better.

The City recognizes the importance of underlying and overlapping debt in analyzing financial condition. The City will regularly analyze total indebtedness including underlying and overlapping debt.

The City may employ municipal finance professionals to assist in developing a bond issuance strategy, preparing bond documents, and marketing bonds to investors.

The City shall use the Comprehensive Annual Financial Report (the “CAFR”) as the disclosure document for meeting its obligation under SEC Rule 15c2-12 to provide certain annual financial information to the secondary debt market via various information repositories. Continuing Disclosure is required by January 31 of each year.

The City will select a method of sale that is the most appropriate in light of the financial market, transaction-specific conditions, City-related conditions, and in accordance with State law.

The City will use fixed-rate debt in most cases to finance its capital needs; however, the City may issue variable-rate debt up to 15 % of its total debt portfolio, when necessary.

Debt structures that result in significant “back loading” of debt should be avoided.

The Financial Services Director will maintain good communication with bond rating agencies

- The Financial Services Director will provide periodic updates on the City’s financial condition.
- Required disclosure on every financial report and bond prospectus will be followed.
- The City may request ratings prior to the sale of securities from the major rating agencies for municipal bond issues.

The City will strive to achieve and maintain the current credit rating awarded by the municipal bond rating agencies.

The City may undertake refinancing of outstanding debt:

- When such refinancing allows the City to realize significant debt service savings (net present value savings equal to at least 2.0 percent of the refunded par amount) without lengthening the term of refinanced debt and without increasing debt service in any subsequent year; or
- When the public policy benefits outweigh the costs associated with the issuance of new debt and any increase in annual debt service; or
- When a restrictive covenant is removed to benefit of the City.

The Financial Services Director shall maintain a system of record keeping and reporting to meet the arbitrage rebate compliance requirements for the federal tax code.

## BUDGET DEVELOPMENT

The City will develop the budget in conjunction with a stated program of performance objectives and measures in which to gauge progress toward meeting those objectives.

The Financial Services Department will maintain a system for monitoring the City's budget during the fiscal year. This system will provide opportunity for departments and management to monitor and evaluate monthly financial information on expenditures and performance at both the department and fund level. Included will be provisions for amending the budget during the year in order to address unanticipated needs, emergencies, or compliance with State of North Carolina budgetary statutes.

Budgeted contributions for non-profit agencies will continue to be limited to no more than 15.0% of the annual Community Development Block Grant ("CDBG") entitlement funds.

For services that benefit specific users, the City shall establish and collect fees to recover the costs of those services. The City Council shall determine the appropriate cost recovery level when establishing user fees. Where feasible and desirable, the City shall seek to recover full direct and indirect costs. User fees shall be reviewed on a regular basis to calculate their full cost recovery attainment levels, to compare them to the current fee structure, and to recommend adjustments where necessary.

The City shall take immediate corrective actions if at any time during the fiscal year expenditure and revenue updates are such that an operating deficit (i.e., projected expenditures in excess of projected revenues) is projected at year-end. Corrective actions can include a hiring freeze, expenditure reductions, fee increases, and/or use of fund balance.

The tax rate will be set each year based on the cost of providing general governmental services and paying debt service. Consideration will be given to future net revenue requirements for capital improvement project operational expenditure impacts and programmed debt service.

Expenditure budgets are reviewed by staff, the City Manager, and City Council prior to adoption and are continually monitored throughout the budget year. Budgeted funds will be spent for the categorical purposes for which they were intended. The annual operating budget ordinance defines staff authorization for operating budget adjustments. No appropriations of the proceeds of a debt instrument will be made except for the purpose for which such debt instrument was issued. Donations will be spent only toward the intent for which they were given.

The City will review the financial position of nonprofit corporations or organizations receiving funding to determine the entity's ability to carry out the intended purpose for which funding was granted. For organizations receiving \$20,000 or more in any fiscal year, the City shall require the nonprofit to have an audit or review performed for the fiscal year in which the funds are received and to file a copy with the City.

Annually, the City will update a five-year period forecast (for both revenues and expenditures). This forecast will assist in taking a long-term view of the financial planning of the General Fund and will assist with the preparation of the City's strategic biennial budget.

## CASH MANAGEMENT AND INVESTMENTS

The City's cash management approach consolidates cash balances from all funds to maximize investment earnings (pooling of funds). The accounting for the individual fund cash balances will continue to be maintained separately. Investment income will be allocated to the individual funds based on their respective participation and in accordance with generally accepted accounting principles. Where applicable, this policy also incorporates the following Government Accounting Standards Board Statements:

- GASB Statement No. 31 - *Accounting and Financial Reporting for Certain Investments and External Investment Pools*, implemented July 1, 1997. It should be noted that GASB Statement No. 32 amends No. 31, but only as it applies to Section 457 plans.
- GASB Statement No. 40 – *Deposit and Investment Risk Disclosure*, effective July 1, 2004.

The City has established an Investment Policy to provide safe and responsible guidelines for the investment of idle funds in the best interest of the public while fully maximizing the rate of return.

- Safety of principal is the highest objective of the Investment Policy. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to minimize credit risk and interest rate risk.
- The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the maturity of investments to meet the anticipated cash needs. Since all possible cash demands cannot be anticipated, the portfolio will consist largely of securities with active resale markets.
- The portfolio shall be designed with the objective of attaining a market rate of return. Return on investment is of secondary importance compared to the above described safety and liquidity objectives. The investments prescribed in this policy are limited to relatively low-risk securities; therefore, management anticipates the investment portfolio will earn a fair return relative to the risk being assumed.

The Director of Financial Services, or designee, will prepare an investment report quarterly for management to ensure consistency with aforementioned policy requirements.



## IDENTITY THEFT PREVENTION

The City will follow Federal Trade Commission (FTC) requirements with respect to protecting consumer identity and customer identity information theft prevention.

Every three years, Financial Services, Internal Audit, and Information Technology will provide, to the City Manager and Assistant City Managers, the status of any incidents of identity theft detected or mitigated during the stated period, with the update being made available to the City Council.

## REVENUE COLLECTION

The determination of the need for an allowance for doubtful accounts and write-offs will be based on an established method of calculation and computed and adjusted annually.

For write-offs of delinquent balances, the policy establishes thresholds to permit the timely write-off of all receivable categories. Thresholds vary dependent upon the types and circumstances of the revenue and the related State law.

## CAPITAL IMPROVEMENT PLAN

The City will develop a five-year plan for capital improvement projects, review and update the plan at least biennially, and make all capital improvements in accordance with the adopted plan.

The City will maintain its physical capital assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs. Accurate information on condition, lifespan, and estimated replacement cost of these assets will be maintained wherever possible.

The City, as part of its capital planning process, will project its capital equipment and maintenance costs out to five years and will update this projection yearly. From this projection, a maintenance and replacement schedule will be developed. The CIP budget will provide for adequate maintenance and orderly replacement of physical capital assets from current revenue where possible.

The City will coordinate development of the CIP budget with development of the operating budget. Future operating costs associated with new capital improvement projects will be projected and included in operating budget forecasts.

The City will match the financing of major capital assets to the debt schedules that closely assign payments with the expected major asset life span to insure intergenerational equity.

In general, effective maintenance and operations of capital facilities should be given priority over acquisition of new facilities, unless a cost/benefit analysis indicates to the contrary. In addition, State or Federal mandates or new service demands may require acquisition of new facilities even when maintenance needs are not fully met. The City shall have an ongoing 10-year Facilities Improvement Plan to respond to maintenance and operational needs timely.

The City will coordinate development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.

The City will seek intergovernmental assistance to finance those capital improvements that are consistent with the capital improvement plan and City priorities, and whose operating and maintenance costs have been included in operating budget forecasts.

The City will project its equipment replacement and maintenance needs for five years and will update that projection at least every two years. Using this projection, a maintenance and replacement schedule will be developed.

The City will identify the estimated costs and potential funding sources for each capital project proposed before it is submitted for approval.

The City will attempt to determine the most cost effective and flexible financing method for all new projects.

The City will match the financing of major capital assets to the debt schedules that closely assign payments with the expected major asset life span to insure intergenerational equity.

The capitalization for fixed assets resulting from purchases shall be \$5,000. Depending on the category, the threshold may apply to individual or groups of fixed assets. Fixed assets will only be capitalized if meet the definition of a fixed asset, as outlined in the Fixed Asset section of the City of Greenville Financial Policy. A physical inventory of capitalized fixed assets will be performed, either simultaneously or on a rotating basis, so that all fixed assets are physically accounted for annually.

# FIXED ASSETS

The criteria for an item to be capitalized as a fixed asset are:

- **Nature of the Asset**—By its nature, the asset is intended to be used in the ordinary course of business and falls within one of the categories of fixed assets.
- **Useful Life**—The benefit provided by the asset is reasonably expected to last beyond one year.
- **Cost Basis**—The cost basis, including purchase price and other costs incurred in acquiring the asset and placing it into service, must meet or exceed the minimum capitalization threshold. The capitalization threshold for the City of Greenville is \$5,000 for all assets except Infrastructure assets for which the threshold is \$100,000.
- **Ownership**—The City of Greenville is identified as either the titled owner or legally responsible party for the asset. In cases where the entity which receives the “use and enjoyment” of the asset but is not the titled owner, the asset is considered a capital lease and recorded on the City’s books and records. Jointly funded capital assets paid for by two governmental entities should be capitalized by the entity responsible for managing the asset or future maintenance.

An asset’s useful life is the estimated number of years that an asset will be able to be used for the purpose for which it was purchased or constructed. The City of Greenville will review asset useful lives a minimum of every two (2) years to ensure they are reasonable and adjust the useful lives as necessary if it becomes apparent that actual asset useful lives are measurably longer or shorter than the estimated useful lives.

**Fixed Asset Cost Basis**—The value of fixed assets is recorded at the full acquisition cost. This cost includes any necessary costs to place the asset into service. The book value of assets recorded at historical acquisition costs should never be increased to reflect appraised value, insurance value, replacement cost, etc.

**Contributed Capital Assets (Donated or Gifted)**—GASB Statement No. 33, *Accounting and Financial Reporting for Non-Exchange Transactions*, defines a donation as a voluntary non-exchange transaction entered into willingly by two or more parties. Both parties may be governments (such as the Federal Government, another state, county or municipality) or one party may be a non-governmental entity (such as an individual). Donated property (land or buildings) must be recorded at the estimated fair market value on the date of acquisition using a reasonable market study. Other donated assets must be recorded at the estimated fair market value for the asset on the date of acquisition using a reasonable source of cost appraisal. Methods of cost appraisal must be fully documented and maintained on file to support the stated acquisition cost. Contributed assets should be depreciated based on asset class and useful life or estimated remaining useful life based on age of contributed asset.

**Fixed Assets Acquired with Federal or State Grants**—An asset acquired with Federal or State grants, or other restrictive funding sources, often has limitations or restrictions enforced by the granting agency. Since Federal and State grants can often have very specific guidelines which may not always coincide with this policy, contact the Fixed Assets Coordinator for evaluation of fixed asset purchases involving grant funds.

**Capitalized Interest**—For business-type activities and enterprise funds, if the asset meets the requirements prescribed under GASB 62, paragraph 5-22, Capitalization of Interest, actual or imputed interest (capitalized interest) costs associated with the asset should be calculated and added to the asset value.

Depreciation is the process of allocating the cost of a fixed asset over the period of time (useful life) during which the owner receives benefit from the use of the asset. Generally, at the end of an asset's useful life, the sum of the amounts charged for depreciation in each accounting period (accumulated depreciation) will equal the original cost basis of the asset. The City of Greenville will use the straight-line depreciation method (acquisition cost divided by useful life) when processing depreciation. Certain fixed assets are considered to be "non-exhaustible assets," where their useful life is unlimited and are therefore not depreciated. Examples of non-exhaustible assets include land, right of way, and easements.

Disposal of a fixed asset occurs when the asset is sold, traded in, scrapped, abandoned, or otherwise removed from service. Disposals must be processed on a timely basis throughout the fiscal year to ensure the accurate calculation of depreciation.

## VEHICLE REPLACEMENT

The purpose of the Vehicle Replacement Program is to establish a decision-making process and criteria for purchase, replacement, and disposition of vehicles and equipment for the City of Greenville. The Vehicle Replacement Program provides for the planned replacement of vehicles and equipment along with their attachments and implements.

The objectives of the vehicle replacement policy are listed as follows:

- Establish and maintain a Vehicle Replacement Fund to provide funds for vehicle and equipment replacement.
- Smooth the outflow of capital funding and the rotation of incoming and outgoing vehicles year to year to prevent spikes in cash and asset flow.
- Maximize fleet resources by providing timely acquisition and disposals of vehicles and equipment.
- Ensure the City has the optimum number and type of vehicles and equipment and that fleet growth is planned and controlled.
- Promote standardization to achieve cost-effective maintenance and repair.
- Achieve lowest possible total cost of ownership for vehicles and equipment.

The Vehicle Replacement Program will be administered jointly by the Financial Services Department and the Fleet Management Division of the Public Works Department. Specific roles and responsibilities are listed below:

- Fleet Management Division
  - Provide accurate fleet maintenance data for analysis.
  - Provide professional operational input on assets as part of the vehicle replacement calculation.
  - Coordinate with departments to ensure vehicle and equipment assets meet the needs of the end user.
  - Evaluate vehicle and equipment replacement options to promote standardization and determine the best value for the replacement purchase.
  - Purchase replacement vehicles and equipment following all procurement guidelines.
  - Serve on Vehicle Replacement Advisory Committee.
- Financial Services Department
  - Validate and analyze fleet maintenance data provided by the Fleet Management Division.

- Perform vehicle replacement value calculations and set monthly replacement rates.
  - Develop and maintain a current Vehicle Replacement list.
  - Maintain the Vehicle Replacement Fund.
  - Analyze vehicle replacement data over time to ensure policy objectives are being met.
  - Prepare and distribute to departments a report detailing the replacement charge and remaining balance for each unit. The report will be prepared and distributed on a frequency to be determined by the Vehicle Replacement Advisory Committee.
  - Serve on Vehicle Replacement Advisory Committee
- The Vehicle Replacement Advisory Committee (VRAC) shall consist of the Financial Services Director (or designee), the Public Works Director (or designee), and a designee from the City Manager’s Office. The VRAC will be jointly responsible for the following:
    - Establish the Vehicle Replacement calculation. Review the calculation and its components at least biennially to ensure policy goals are being met.
    - Establish and annually review fleet utilization criteria and make decisions to retain, reassign, or eliminate under-utilized assets.
    - Review the Vehicle Replacement list and edit as necessary due to factors not captured by the Vehicle Replacement calculation.
    - Review the Vehicle Replacement Policy at least biennially and make necessary changes.
    - Present a recommended Vehicle Replacement schedule to the City Manager for approval during biennial budget.

When a new vehicle equipment asset is purchased, a replacement cost will be established based on the Vehicle Replacement calculation.

The asset replacement cost will be applied as an expense against the future replacement and charged monthly to the department where the asset is assigned.

The asset replacement expense will be credited monthly to the Vehicle Replacement Fund. At the end of the asset’s useful life, funding for its replacement will be provided from the Vehicle Replacement Fund. Any proceeds from asset sales will be credited to the Vehicle Replacement Fund.

If an asset is totaled due to an accident before adequate replacement funding has been collected, the accumulated total of replacement fees for that asset can be used to help fund the replacement. Any additional funding needed to fully pay the replacement cost must be provided from sources other than the Vehicle Replacement Fund.

Any changes to the replacement cost charged to departments must be approved by the City Manager, with consultation from the Vehicle Replacement Advisory Committee.





# City of Greenville, North Carolina

Meeting Date: 10/5/2020  
Time: 6:00 PM

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**Title of Item:** Report on Bids and Contracts Awarded

**Explanation:** The Director of Financial Services reports that the following bids and/or contracts were awarded over a certain dollar threshold by the Financial Services Manager and City Manager during the month of September.

Date Awarded	Description	Vendor PO Number	Amount	MWBE Vendor?	Does Local Preference Apply?
9/8/2020	Security software	The Teneo Group PO# 21000051	\$87,552.85	No	No

**Fiscal Note:** Funding for the bids and/or contracts awarded is included in the City of Greenville Fiscal Year 2020-21 Budget Ordinance.

**Recommendation:** That award information be reflected in the City Council minutes.

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**ATTACHMENTS:**

☐ **PO 21000051**



# Request for Verbal/Written Quotations

City of Greenville  
 Financial Services/Purchasing  
 P.O. Box 7207  
 201 West Fifth Street  
 Greenville, NC 27835  
 Telephone: 252-329-4664  
 Fax: 252-329-4464

Requestor	Vendor 1 Local <input type="checkbox"/> MWBE <input type="checkbox"/>	Vendor 2 Local <input type="checkbox"/> MWBE <input type="checkbox"/>	Vendor 3 Local <input type="checkbox"/> MWBE <input type="checkbox"/>
<b>Department: Information Technology</b>	RM Source	SpartanTec	The Teneo Group
<b>Requestor: Kyle Pitchford</b>			
<b>Date: 9.8.2020</b>			

No.	Description	Quantity	Cost	Cost	Cost
1	Checkpoint Annual Subscription Renewal (Security Wall)	1 year	\$95,499.76	\$99,697.00	\$87,552.85
2					
3					
4					
5					
		<b>Subtotal</b>	\$95,499.76	\$99,697.00	\$87,552.85
		<b>Tax</b>			
		<b>Total</b>	\$95,499.76	\$99,697.00	\$87,552.85



City of Greenville,  
North Carolina

Meeting Date: 10/5/2020  
Time: 6:00 PM

**Title of Item:** Various Tax Refunds Greater Than \$100

**Explanation:** The Director of Financial Services reports refunds of the following taxes:

Payee	Adjustment Refunds	Amount
Alva Morris	Registered Motor Vehicle	371.55
Ashley Hines	Registered Motor Vehicle	219.68
Baron Russell	Registered Motor Vehicle	127.06
Bryan Dunn	Registered Motor Vehicle	146.34
Bryan Pilcher	Registered Motor Vehicle	206.88
Cassie Strojny	Registered Motor Vehicle	367.23
Cora Kearley	Registered Motor Vehicle	410.11
Edward Paldino	Registered Motor Vehicle	101.81
Ernest Pugh	Registered Motor Vehicle	218.90
Evert Cruz	Individual Property Taxes	345.41
Greenville Utilities Commission	Registered Motor Vehicle	1,080.93
Jento Sampson	Registered Motor Vehicle	107.10

Jonpaul Watson	Registered Motor Vehicle	315.56
Justin Edwards	Registered Motor Vehicle	194.75
Justin Ross	Registered Motor Vehicle	405.09
Maria Melendez	Registered Motor Vehicle	252.01
Mark Newell	Registered Motor Vehicle	216.90
Merle Westbrook	Registered Motor Vehicle	422.65
Mohamad Ahmad	Registered Motor Vehicle	242.12
Monica Carlson	Registered Motor Vehicle	274.07
Nelson Adams	Registered Motor Vehicle	169.26
Norman Casey	Registered Motor Vehicle	240.05
Peyton Todd	Registered Motor Vehicle	317.73
Salvatore Amato	Registered Motor Vehicle	120.07
Theodore Davis	Registered Motor Vehicle	156.87
	<b>REFUND TOTAL:</b>	<b>\$7,030.13</b>

**Fiscal Note:** The total refunded is \$7,030.13.

**Recommendation:** Approval of taxes refunded by City Council



# City of Greenville, North Carolina

Meeting Date: 10/5/2020  
Time: 6:00 PM

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**Title of Item:**

Recommendations from the Joint COG/GUC Pay and Benefits Committee for Plan Year 2021

**Explanation:**

Each year, the Joint COG/GUC Pay and Benefits Committee meets to discuss health and dental insurance recommendations for the upcoming plan year. This agenda item includes the recommendations of the Joint COG/GUC Pay and Benefits Committee for plan year 2021.

The Joint COG/GUC Pay and Benefits Committee met virtually on September 14, 2020 to hear and discuss health and dental insurance recommendations for the 2021 plan year. Mr. Steve Graybill, Principal with Mercer Health and Benefits LLC, led the presentation. Due to excellent performance of the COG/GUC health and dental plans during plan year 2020, staff recommendations to the Joint COG/GUC Pay and Benefits Committee were as follows:

- Recommended a 1.5% increase in medical plan premiums and no change in employee contributions;
- Continue HSA (Health Savings Account) year-one funding of \$250 individual and \$500 family to incentivize movement into the high-deductible health plan with HSA;
  - This is in addition to the regular, annual funding of \$500 individual and \$1,000 family
- Adopt recommended plan changes for prescribed specialty medications and diabetic medications to make them more affordable for members to increase medication adherence; and
- Recommended a 2% increase in dental plan premiums and no change in employee contributions.

The Joint COG/GUC Pay and Benefits Committee voted unanimously to accept staff's recommendations with no changes to the medical and dental plans, no changes to employee contributions for the medical and dental plans, and adoption of plan changes for prescribed specialty and diabetic medications for plan year 2021.

If adopted by Council, Plan Year 2021 would represent the second year in a row that City employees would see no change in their employee contribution rates.

**Fiscal Note:**

- The 1.5% projected increase in medical plan premiums translates to approximately \$300,000 to COG/GUC for plan year 2021; and
- The 2% projected increase in dental plan premiums translates to approximately \$23,000 for COG/GUC for plan year 2021.

It is important to note that the cost increase to COG/GUC for plan year 2021 includes a margin of 2% to account for claim fluctuations.

**Recommendation:** Adopt the recommendations from the Joint COG/GUC Pay and Benefits Committee for plan year 2021.

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# City of Greenville, North Carolina

Meeting Date: 10/5/2020  
Time: 6:00 PM

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**Title of Item:** 2021 Schedule of City Council Meetings

**Explanation:** A proposed schedule has been prepared for City Council's consideration for the 2021 City Council meetings in accordance with Section 2-1-11 of the Greenville City Code, adjusted for City-observed holidays. Workshop meetings as approved by City Council in February 2018 are included. Notes are provided below:

- North Carolina League of Municipalities Annual Vision Conference - April 21 - April 23
- National League of Cities Annual Conferences- unknown
- First meeting in September (Monday, September 6) has been omitted due to the Labor Day holiday
- Second meeting in November (Thursday, November 11) has been omitted due to the Veterans' Day holiday
- Third meeting in December (Monday, December 20) has been omitted due to the Christmas holidays

A 2021 calendar has been provided with this item to facilitate making any desired adjustments to the proposed schedule.

**Fiscal Note:** No direct fiscal impact.

**Recommendation:** Review the proposed 2021 schedule of City Council meetings, amend as needed, and consider for adoption.

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ATTACHMENTS:

- ▣ **2020\_Schedule\_of\_City\_Council\_Meetings\_1124507**
- ▣ **2021 Calendar**





# CITY OF GREENVILLE

## 2021 SCHEDULE OF CITY COUNCIL MEETINGS

(All meetings are held in the Council Chambers unless otherwise noted)

January 11 – 6:00 PM  
January 14 – 6:00 PM  
January 22 – 4:00 PM – (Planning Session, City Hall Gallery/Conf. Room 337)  
January 23 – 8:30 AM – (Planning Session, City Hall Gallery/Conf. Room 337)

February 8 – 4:00 PM – (Workshop, City Hall Conf. Room 337)  
February 8– 6:00 PM  
February 11 – 6:00 PM  
February 22 – 6:00 PM

March 8 – 4:00 PM – (Workshop, City Hall Conf. Room 337)  
March 8 – 6:00 PM -  
March 11 – 6:00 PM  
March 22 – 6:00 PM

April 5 – 4:00 PM – (Workshop, City Hall Conf. Room 337)  
April 5 – 6:00 PM –  
April 8 – 6:00 PM -  
April 19 – 6:00 PM – (Joint City/GUC meeting)

May 10 – 4:00 PM – (Workshop, City Hall Conf. Room 337)  
May 10 – 6:00 PM  
May 13 – 6:00 PM  
May 24 – 6:00 PM

June 7 – 4:00 PM – (Workshop, City Hall Conf. Room 337)  
June 7 – 6:00 PM  
June 10 – 6:00 PM  
June 21 – 6:00 PM

August 9 – 4:00 PM – (Workshop, City Hall Conference Room 337)  
August 9 – 6:00 PM  
August 12 – 6:00 PM  
August 23 – 6:00 PM

September 9 – 6:00 PM  
September 20 – 6:00 PM - (Joint City/GUC meeting)

October 11 – 4:00 PM – (Workshop, City Hall Conf. Room 337)  
October 11 – 6:00 PM  
October 14– 6:00 PM  
October 25 – 6:00 PM

November 8 – 4:00 PM – (Workshop, City Hall Conf. Room 337)  
November 8– 6:00 PM  
November 22– 6:00 PM

December 6 – 6:00 PM – (Organizational Meeting)  
December 9– 6:00 PM

**DRAFT**  
**09/25/2020**

# 2021

January							February							March							April						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6		1	2	3	4	5	6					1	2	3
3	4	5	6	7	8	9	7	8	9	10	11	12	13	7	8	9	10	11	12	13	4	5	6	7	8	9	10
10	11	12	13	14	15	16	14	15	16	17	18	19	20	14	15	16	17	18	19	20	11	12	13	14	15	16	17
17	18	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27	18	19	20	21	22	23	24
24	25	26	27	28	29	30	28							28	29	30	31				25	26	27	28	29	30	
31																											
May							June							July							August						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	29	30	31				
30	31																										
September							October							November							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
S	M	T	W	T	F	S						1	2		1	2	3	4	5	6				1	2	3	4
			1	2	3	4	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11
5	6	7	8	9	10	11	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18
12	13	14	15	16	17	18	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25
19	20	21	22	23	24	25	24	25	26	27	28	29	30	28	29	30				26	27	28	29	30	31		
26	27	28	29	30			31																				



City of Greenville,  
North Carolina

Meeting Date: 10/5/2020  
Time: 6:00 PM

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**Title of Item:** Budget Schedule for Fiscal Year 2021-2022

**Explanation:** The proposed budget schedule for the Fiscal Year 2021-2022 budget is presented to City Council for approval.

**Fiscal Note:** No fiscal impact

**Recommendation:** Approve the attached budget schedule for fiscal year 2021-2022

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ATTACHMENTS:

❑ **Budget\_Schedule\_2021-22\_1086850**

**City of Greenville, North Carolina  
Proposed Budget Schedule  
Fiscal Year 2021-2022**

Monday	October 5, 2020	Budget Schedule presented to City Council
Friday & Saturday	January 22-23, 2021	City Council Planning Session
Monday	April 5, 2021	City Council Budget Preview
Thursday	April 8, 2021	City Council discussion of Proposed City budget (optional)
Monday	April 19, 2021	Joint City Council – Greenville Utilities Commission Meeting
Wednesday	May 5, 2021	Proposed City, GUC, SML and CVA budgets distributed to City Council
Monday	May 10, 2021	Proposed City budget presented to Council
Thursday	May 13, 2021	Proposed GUC, SML and CVA budget presented to City Council
Friday	May 21, 2021	Public display of balanced budgets prior to the Public Hearing
Monday	May 24, 2021	City Council discussion of Proposed City budget (optional)
Monday	June 7, 2021	Public Hearing-Fiscal Year 2021-22 Budget
Thursday	June 10, 2021	Adoption of the Fiscal Year 2021-22 Budget



# City of Greenville, North Carolina

Meeting Date: 10/5/2020  
Time: 6:00 PM

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**Title of Item:** Ordinance Approving Fiscal Year 2020-21 Capital Reserve Fund Designations

**Explanation:** An ordinance approving the Fiscal Year 2020-21 Capital Reserve Fund Designations, as included in Budget Ordinance Amendment #3, is presented for City Council consideration.

Budget Ordinance Amendment #3 includes the transfer of Capital Reserve Funding, appropriated for the BUILD Grant projects, from the Capital Reserve Fund to the BUILD Grant Capital Project Fund.

The following documents are attached:

1. Capital Reserve Fund - Detail of Designations:

- This report shows the Capital Reserve Fund Balance that was approved by City Council on May 11, 2020, changes to those designations, and the proposed designations as of the October 5, 2020 City Council meeting.

2. Ordinance Amending the Fund:

- This document reflects the proposed projects that are included in the Capital Reserve Fund. The Local Budget and Fiscal Control Act requires that a transfer to the Capital Reserve Fund state (i) the approximate periods of time during which the monies are to be accumulated for each purpose, (ii) the approximate amounts to be accumulated for each purpose, and (iii) the sources from which monies for each purpose will be derived.

**Fiscal Note:** The Capital Reserve Fund Balance stands at approximately \$2,281,142 and reflects the capital project priorities of the City Council as included in Budget Ordinance Amendment #3.

**Recommendation:** Approve Fiscal Year 2020-21 Capital Reserve Fund Designations and adopt the Capital Reserve Fund Ordinance.

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ATTACHMENTS:

- ❑ **Capital\_Reserve\_Ordinance\_1123148**
- ❑ **Capital\_Reserve\_Designations\_1121187**

ORDINANCE NO. 20-  
AN ORDINANCE AMENDING THE CAPITAL RESERVE FUND  
FOR THE CITY OF GREENVILLE

THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA, DOES  
ORDAIN:

Section I. The Capital Reserve Fund is amended as follows:

<u>Amount</u>	<u>Sources of Monies</u>	<u>Purpose</u>	<u>Accumulation Period</u>
1,187,273	General Fund	Dickinson Avenue Streetscape	5 years
93,869	General Fund	NCDOT Projects	5 years
<u>1,000,000</u>	General Fund	Industrial Site	5 years
<u>\$ 2,281,142</u>			

Section II. All ordinances and clauses of ordinances in conflict with this ordinance are hereby repealed.

Section III. This ordinance will become effective upon its adoption.

Adopted this 5th day of October, 2020.

\_\_\_\_\_  
P. J. Connelly, Mayor

ATTEST:

\_\_\_\_\_  
Valerie Shiuwegar, City Clerk

City of Greenville  
Capital Reserve Fund - Detail of Designations - October, 2020

Purpose	Approved Designations May 11, 2020	Inc/(Dec)	Proposed Designations October 5, 2020
Dickinson Avenue Streetscape	1,187,273		1,187,273
Transportation			
DOT Project - Firetower 14th Street to NC33	93,869	-	93,869
BUILD Grant	2,016,882 <sup>A</sup>	(2,016,882)	-
Subtotal Transportation	<u>2,110,751</u>	<u>(2,016,882)</u>	<u>93,869</u>
Industrial Site	1,000,000	-	1,000,000
<b>Total</b>	<u><u>\$ 4,298,024</u></u>	<u><u>\$ (2,016,882)</u></u>	<u><u>\$ 2,281,142</u></u>

<sup>A</sup> To transfer BUILD Grant capital reserve funding from the Capital Reserve Fund to the BUILD Grant Capital Project Fund





# City of Greenville, North Carolina

Meeting Date: 10/5/2020  
Time: 6:00 PM

**Title of Item:** Budget Ordinance Amendment #3 to the Fiscal Year 2020-21 City of Greenville Budget (Ordinance #20-025), the Capital Projects Funds (Ordinance #17-024), and the Special Revenue Grants Fund (Ordinance #11-003)

**Explanation:** Attached for consideration at the October 5, 2020, City Council meeting is an ordinance amending the Fiscal Year 2020-21 City of Greenville Budget (Ordinance #20-025), the Capital Projects Funds (Ordinance #17-024), and the Special Revenue Grants Fund (Ordinance #11-003).

For ease of reference, a footnote has been added to each line item of the Budget Ordinance Amendment, which corresponds to the explanation below:

<u>Item</u>	<u>Justification</u>	<u>Funds Amended</u>	<u>Net Adjustment</u>
A	To carry over encumbrances that were outstanding at the close of FY 2019-20.	General	\$800,889
		VRF	514,608
		Transit	13,242
		Fleet	41,395
		Stormwater	912,856
		Sanitation	2,113
		FIP	550,391
B	To recognize funds within the Street Improvement Bond Capital Projects and Capital Reserve funds earmarked for the BUILD Grant within the Engineering Capital Projects fund.	Capital Res Street Imp	\$2,016,882 -
C	To recognize an additional \$15,000 received from Community Development Block Grant.	Housing	\$15,000

D	To recognize grant funds received for the Rural Housing Recovery Infrastructure.	Special Rev Grant	\$350,000
E	To recognize funding received annually from GUC for the Energy Assistance Program.	Comm Dev	\$150,000
F	To move contingency funds to the Public Works Capital Project fund and Planning & Development Services for additional Capital & Neighborhood Improvement projects.	PW Cap General	-

**Fiscal Note:**

The Budget Ordinance Amendment affects the following funds:

<u>Fund</u>	<u>2020-21</u> <u>Revised</u> <u>Budget</u>	<u>Amendment #3</u>	<u>2020-21</u> <u>Budget per</u> <u>Amendment #3</u>
General	\$ 81,812,927	\$ 800,889	\$ 82,613,816
Debt Service	5,943,531	-	5,943,531
Public Transportation (Transit)	3,230,676	13,242	3,243,918
Fleet Maintenance	4,923,234	41,395	4,964,629
Sanitation	7,863,853	2,113	7,865,966
Stormwater	7,559,820	912,856	8,472,676
Housing	1,852,166	15,000	1,867,166
Health Insurance	13,757,908	-	13,757,908
Vehicle Replacement	2,051,643	514,608	2,566,251
Facilities Improvement	2,415,334	550,391	2,965,725
Convention & Visitors Authority	1,404,029	-	1,404,029
Sheppard Memorial Library	2,772,931	-	2,772,931
Street Improvement Bond	16,852,567	-	16,852,567
Red Light Camera Program	1,600,000	-	1,600,000
Capital Reserve	-	2,016,882	2,016,882
Special Revenue Grant	9,098,639	350,000	9,448,639
Community Development Cap	18,804,227	150,000	18,954,227
Public Works Capital Projects	55,340,492	9,286	55,349,778

**Recommendation:**

Approve Budget Ordinance Amendment #3 to the Fiscal Year 2020-21 City of Greenville Budget (Ordinance #20-025), the Capital Projects Funds (Ordinance #17-024), and the Special Revenue Grants Fund (Ordinance #11-003).

ATTACHMENTS:

- ▣ **Budget\_Ordinance\_Amendment\_\_3\_2021\_1135808**

**ORDINANCE NO. 20-**  
**CITY OF GREENVILLE, NORTH CAROLINA**  
**Ordinance (#3) Amending the 2020-21 Budget (Ordinance #20-025),**  
**the Capital Projects Funds (Ordinance #17-024), and the Special Revenue Grants Fund (Ordinance #11-003)**

**THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA, DOES ORDAIN:**

**Section I: Estimated Revenues and Appropriations. General Fund, of Ordinance #20-025 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:**

<b>Budget Amendment #3</b>					
	<b>2020-21 Revised Budget</b>	<b>A.</b>	<b>F.</b>	<b>Total Amend #3</b>	<b>2020-21 Budget per Amend #3</b>
<b>ESTIMATED REVENUES</b>					
Property Tax	\$ 35,594,992	\$ -	\$ -	\$ -	\$ 35,594,992
Sales Tax	16,366,718	-	-	-	16,366,718
Video Prog. & Telecom. Service Tax	868,522	-	-	-	868,522
Rental Vehicle Gross Receipts	158,566	-	-	-	158,566
Utilities Franchise Tax	7,000,000	-	-	-	7,000,000
Motor Vehicle Tax	1,560,000	-	-	-	1,560,000
Other Unrestricted Intergov't	870,636	-	-	-	870,636
Powell Bill	2,182,000	-	-	-	2,182,000
Restricted Intergov't Revenues	1,429,496	-	-	-	1,429,496
Licenses, Permits and Fees	3,906,147	-	-	-	3,906,147
Rescue Service Transport	2,869,000	-	-	-	2,869,000
Parking Violation Penalties, Leases,	74,302	-	-	-	74,302
Other Sales & Services	314,868	-	-	-	314,868
Other Revenues	625,691	-	-	-	625,691
Interest on Investments	445,000	-	-	-	445,000
Transfers In GUC	6,428,989	-	-	-	6,428,989
Transfer from FEMA Fund	500,000	-	-	-	500,000
Appropriated Fund Balance	618,000	800,889	-	800,889	1,418,889
				-	
<b>Total Revenues</b>	<b>\$ 81,812,927</b>	<b>\$ 800,889</b>	<b>\$ -</b>	<b>\$ 800,889</b>	<b>\$ 82,613,816</b>
<b>APPROPRIATIONS</b>					
Mayor/City Council	\$ 509,638	\$ 3,534	\$ -	\$ 3,534	\$ 513,172
City Manager	2,655,821	21,583	-	21,583	2,677,404
City Clerk	259,284	-	-	-	259,284
City Attorney	535,757	-	-	-	535,757
Human Resources	2,951,187	420	-	420	2,951,607
Information Technology	3,121,629	97,340	-	97,340	3,218,969
Engineering	4,821,519	171,763	-	171,763	4,993,282
Fire/Rescue	14,443,973	114,989	-	114,989	14,558,962
Financial Services	2,740,880	-	-	-	2,740,880
Recreation & Parks	6,772,083	140	-	140	6,772,223
Police	24,243,810	249,403	-	249,403	24,493,213
Public Works	5,942,260	141,577	-	141,577	6,083,837
Planning & Development	3,106,443	140	1,800	1,940	3,108,383
OPEB	300,000	-	-	-	300,000
Contingency	112,342	-	(11,086)	(11,086)	101,256
Indirect Cost Reimbursement	(1,950,887)	-	-	-	(1,950,887)
<b>Total Appropriations</b>	<b>\$ 70,565,739</b>	<b>\$ 800,889</b>	<b>\$ (9,286)</b>	<b>\$ 791,603</b>	<b>\$ 71,357,342</b>
<b>OTHER FINANCING SOURCES</b>					
Transfers to Other Funds	\$ 11,247,188	\$ -	\$ 9,286	\$ 9,286	\$ 11,256,474
<b>Total Other Financing Sources</b>	<b>\$ 11,247,188</b>	<b>\$ -</b>	<b>\$ 9,286</b>	<b>\$ 9,286</b>	<b>\$ 11,256,474</b>
<b>Total Approp &amp; Other Fin Sources</b>	<b>\$ 81,812,927</b>	<b>\$ 800,889</b>	<b>\$ -</b>	<b>\$ 800,889</b>	<b>\$ 82,613,816</b>

**Section II: Estimated Revenues and Appropriations. Vehicle Replacement Fund, of Ordinance #20-025 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:**

	<b>2020-21 Original Budget</b>	<b>A.</b>	<b>Total Amend #3</b>	<b>2020-21 Budget per Amend #3</b>
<b>ESTIMATED REVENUES</b>				
Sale of Property	\$ 227,460	\$ -	\$ -	\$ 227,460
Other Revenues	51,000	-	-	51,000
Transfer from Other Funds	1,260,432	-	-	1,260,432
Transfer from General Fund	512,751	-	-	512,751
Appropriated Fund Balance	-	514,608	514,608	514,608
<b>Total Revenues</b>	<b>\$ 2,051,643</b>	<b>\$ 514,608</b>	<b>\$ 514,608</b>	<b>\$ 2,566,251</b>
<b>APPROPRIATIONS</b>				
Capital Equipment	\$ 2,051,643	\$ 514,608	\$ 514,608	\$ 2,566,251
<b>Total Appropriations</b>	<b>\$ 2,051,643</b>	<b>\$ 514,608</b>	<b>\$ 514,608</b>	<b>\$ 2,566,251</b>

**Section III: Estimated Revenues and Appropriations. Public Transportation Fund, of Ordinance #20-025 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:**

	<b>2020-21 Original Budget</b>	<b>A.</b>	<b>Total Amend #3</b>	<b>2020-21 Budget per Amend #3</b>
<b>ESTIMATED REVENUES</b>				
Grant Income	\$ 2,943,006	\$ -	\$ -	\$ 2,943,006
Bus Fare / Ticket Sales	287,670	-	-	287,670
Appropriated Fund Balance	-	13,242	13,242	13,242
<b>Total Revenues</b>	<b>\$ 3,230,676</b>	<b>\$ 13,242</b>	<b>\$ 13,242</b>	<b>\$ 3,243,918</b>
<b>APPROPRIATIONS</b>				
Personnel	\$ 1,321,550	\$ -	\$ -	\$ 1,321,550
Operating	1,395,505	13,242	13,242	1,408,747
Capital Improvements	513,621	-	-	513,621
<b>Total Appropriations</b>	<b>\$ 3,230,676</b>	<b>\$ 13,242</b>	<b>\$ 13,242</b>	<b>\$ 3,243,918</b>

**Section IV: Estimated Revenues and Appropriations. Housing Fund, of Ordinance #20-025 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:**

	<b>2020-21 Original Budget</b>	<b>C.</b>	<b>Total Amend #3</b>	<b>2020-21 Budget per Amend #3</b>
<b>ESTIMATED REVENUES</b>				
CDBG Grant Income	\$ 977,960	\$ 15,000	\$ 15,000	\$ 992,960
HOME Grant Income	545,511	-	-	545,511
Transfer from General Fund	328,695	-	-	328,695
<b>Total Revenues</b>	<b>\$ 1,852,166</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 1,867,166</b>
<b>APPROPRIATIONS</b>				
Personnel	\$ 525,536	\$ -	\$ -	\$ 525,536
Operating	1,326,630	15,000	15,000	1,341,630
<b>Total Appropriations</b>	<b>\$ 1,852,166</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 1,867,166</b>

**Section V: Estimated Revenues and Appropriations. Fleet Maintenance Fund, of Ordinance #20-025 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:**

	<b>2020-21 Original Budget</b>	<b>A.</b>	<b>Total Amend #3</b>	<b>2020-21 Budget per Amend #3</b>
<b>ESTIMATED REVENUES</b>				
Fuel Markup	\$ 1,073,924	\$ -	\$ -	\$ 1,073,924
Labor Fees	1,500,723	-	-	1,500,723
Parts Markup	1,553,893	-	-	1,553,893
Commercial Labor Markup	785,831	-	-	785,831
Other Revenues	8,863	-	-	8,863
Appropriated Fund Balance	-	41,395	41,395	41,395
<b>Total Revenues</b>	<b><u>\$ 4,923,234</u></b>	<b><u>\$ 41,395</u></b>	<b><u>\$ 41,395</u></b>	<b><u>\$ 4,964,629</u></b>
<b>APPROPRIATIONS</b>				
Personnel	\$ 1,574,733	\$ -	\$ -	\$ 1,574,733
Operating	3,313,501	41,395	41,395	3,354,896
Capital Outlay	35,000	-	-	35,000
<b>Total Appropriations</b>	<b><u>\$ 4,923,234</u></b>	<b><u>\$ 41,395</u></b>	<b><u>\$ 41,395</u></b>	<b><u>\$ 4,964,629</u></b>

**Section VI: Estimated Revenues and Appropriations. Stormwater Management Utility Fund, of Ordinance #20-025 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:**

	<b>2020-21 Original Budget</b>	<b>A.</b>	<b>Total Amend #3</b>	<b>2020-21 Budget per Amend #3</b>
<b>ESTIMATED REVENUES</b>				
Stormwater Utility Fee	\$ 6,059,820	\$ -	\$ -	\$ 6,059,820
Appropriated Fund Balance	1,500,000	912,856	912,856	2,412,856
<b>Total Revenues</b>	<b><u>\$ 7,559,820</u></b>	<b><u>\$ 912,856</u></b>	<b><u>\$ 912,856</u></b>	<b><u>\$ 8,472,676</u></b>
<b>APPROPRIATIONS</b>				
Personnel	\$ 3,139,063	\$ -	\$ -	\$ 3,139,063
Operating	1,191,073	15,428	15,428	1,206,501
Capital	1,452,145	897,428	897,428	2,349,573
Transfer to Watershed Masterplan	1,296,265	-	-	1,296,265
Debt Service	481,274	-	-	481,274
<b>Total Appropriations</b>	<b><u>\$ 7,559,820</u></b>	<b><u>\$ 912,856</u></b>	<b><u>\$ 912,856</u></b>	<b><u>\$ 8,472,676</u></b>

**Section VII: Estimated Revenues and Appropriations. Sanitation Fund, of Ordinance #20-025 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:**

	<b>2020-21 Original Budget</b>	<b>A.</b>	<b>Total Amend #3</b>	<b>2020-21 Budget per Amend #3</b>
<b>ESTIMATED REVENUES</b>				
Refuse Fees	\$ 7,675,353	\$ -	\$ -	\$ 7,675,353
Cart & Dumpster Sales	100,000	-	-	100,000
Other Revenues	88,500	-	-	88,500
Appropriated Fund Balance	-	2,113	2,113	2,113
<b>Total Revenues</b>	<b>\$ 7,863,853</b>	<b>\$ 2,113</b>	<b>\$ 2,113</b>	<b>\$ 7,865,966</b>
<b>APPROPRIATIONS</b>				
Personnel	\$ 3,263,597	\$ -	\$ -	\$ 3,263,597
Operating	4,330,497	2,113	2,113	4,332,610
Capital	150,000	-	-	150,000
Debt Service	119,759	-	-	119,759
<b>Total Appropriations</b>	<b>\$ 7,863,853</b>	<b>\$ 2,113</b>	<b>\$ 2,113</b>	<b>\$ 7,865,966</b>

**Section VIII. Estimated Revenues and Appropriations. Street Improvement Bond Capital Project Fund, of Ordinance #17-024 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:**

	<b>2020-21 Revised Budget</b>	<b>B.</b>	<b>Total Amend #3</b>	<b>2020-21 Budget per Amend #3</b>
<b>ESTIMATED REVENUES</b>				
Bond Proceeds	\$ 15,850,000	\$ -	\$ -	\$ 15,850,000
Transfer from PW Capital Projects	1,002,567	-	-	1,002,567
<b>Total Revenues</b>	<b>\$ 16,852,567</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,852,567</b>
<b>APPROPRIATIONS</b>				
Other	\$ 5,600,000	\$ -	\$ -	\$ 5,600,000
Bond Resurfacing	755,919	-	-	755,919
Arlington Improvements	4,796,648	-	-	4,796,648
Eastside Greenway	240,000	(593)	(593)	239,407
Stations Rd/10th Street Connector	1,750,000	-	-	1,750,000
Sidewalk	1,089,204	(776,350)	(776,350)	312,854
West 5th	1,950,000	(1,778,979)	(1,778,979)	171,022
Safe Routes to School	198,556	-	-	198,556
Transfer to Greenways Fund	360,000	-	-	360,000
Transfer to Public Works Capital Projects	112,240	-	-	112,240
Transfer to Engineering Capital Projects	-	2,555,921	2,555,921	2,555,921
<b>Total Appropriations</b>	<b>\$ 16,852,567</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,852,567</b>

**Section IX: Estimated Revenues and Appropriations. Capital Reserve Fund, of Ordinance #20-025 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:**

	<b>2020-21 Original Budget</b>	<b>B.</b>	<b>Total Amend #3</b>	<b>2020-21 Budget per Amend #3</b>
<b>ESTIMATED REVENUES</b>				
Transfers from General Fund	\$ -	\$ -	\$ -	\$ -
Appropriated Fund Balance	-	2,016,882	\$ 2,016,882	\$ 2,016,882
<b>Total Revenues</b>	<u>\$ -</u>	<u>\$ 2,016,882</u>	<u>\$ 2,016,882</u>	<u>\$ 2,016,882</u>
<b>APPROPRIATIONS</b>				
Increase in Reserve	\$ -	\$ -	\$ -	\$ -
Transfer to Engineering Capital Projects	-	\$ 2,016,882	\$ 2,016,882	\$ 2,016,882
<b>Total Appropriations</b>	<u>\$ -</u>	<u>\$ 2,016,882</u>	<u>\$ 2,016,882</u>	<u>\$ 2,016,882</u>

**Section X: Estimated Revenues and Appropriations. Facilities Improvement Fund, of Ordinance #20-025 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:**

	<b>2020-21 Revised Budget</b>	<b>A.</b>	<b>Total Amend #3</b>	<b>2020-21 Budget per Amend #3</b>
<b>ESTIMATED REVENUES</b>				
Transfer from General Fund	\$ 232,456	\$ -	\$ -	\$ 232,456
Appropriated Fund Balance	2,182,878	550,391	550,391	2,733,269
<b>Total Revenues</b>	<u>\$ 2,415,334</u>	<u>\$ 550,391</u>	<u>\$ 550,391</u>	<u>\$ 2,965,725</u>
<b>APPROPRIATIONS</b>				
Capital Improvements	\$ 2,415,334	\$ 550,391	\$ 550,391	\$ 2,965,725
<b>Total Appropriations</b>	<u>\$ 2,415,334</u>	<u>\$ 550,391</u>	<u>\$ 550,391</u>	<u>\$ 2,965,725</u>



**Section XI: Estimated Revenues and Appropriations. Special Revenue Grants Fund, of Ordinance #11-003 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:**

	<b>2020-21 Revised Budget</b>	<b>D.</b>	<b>Total Amend #3</b>	<b>2020-21 Budget per Amend #3</b>
<b>ESTIMATED REVENUES</b>				
Special Fed/State/Loc Grant	\$ 7,563,058	\$ 350,000	\$ 350,000	\$ 7,913,058
CARES Act Funding	245,567	-	-	245,567
Transfer From General Fund	1,241,743	-	-	1,241,743
Transfer From Pre-1994 Entitlement	27,419	-	-	27,419
Transfer from Other Funds	20,852	-	-	20,852
<b>Total Revenues</b>	<b>\$ 9,098,639</b>	<b>\$ 350,000</b>	<b>350,000</b>	<b>\$ 9,448,639</b>
<b>APPROPRIATIONS</b>				
Personnel	\$ 2,253,228	\$ -	\$ -	\$ 2,253,228
Operating	4,566,040	-	-	4,566,040
Capital Outlay	2,006,385	-	-	2,006,385
Transfers	27,419	-	-	27,419
COVID-19	245,567	-	-	245,567
Rural Housing Recovery Grant	-	350,000	350,000	350,000
<b>Total Appropriations</b>	<b>\$ 9,098,639</b>	<b>\$ 350,000</b>	<b>\$ 350,000</b>	<b>\$ 9,448,639</b>

**Section XII: Estimated Revenues and Appropriations. Community Development Capital Projects Fund, of Ordinance #17-024 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:**

	<b>2020-21 Revised Budget</b>	<b>E.</b>	<b>Total Amend #3</b>	<b>2020-21 Budget per Amend #3</b>
<b>ESTIMATED REVENUES</b>				
Transfers In / CD Small Business	\$ 4,997,546	\$ -	\$ -	\$ 4,997,546
Transfers / Ctr City Rev Project	160,500	-	-	160,500
Transfers / Trans from Energy Eff	275,000	-	-	275,000
Transfers from General Fund	1,040,000	-	-	1,040,000
Rstrc Intgv / Spec ST Fed Grant	700,000	150,000	150,000	850,000
Rstrc Intgv / Grant Proceeds	7,500	-	-	7,500
Investment Earnings	399,640	-	-	399,640
Bond Proceeds	10,048,747	-	-	10,048,747
Comm Dev / Sale of Property	422,088	-	-	422,088
Rental Income	316,117	-	-	316,117
Other Revenues	437,089	-	-	437,089
<b>Total Revenues</b>	<b>\$ 18,804,227</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 18,954,227</b>
<b>APPROPRIATIONS</b>				
GUC Energy Improvement Program	\$ 100,000	\$ -	\$ -	\$ 100,000
West Greenville Revitalization Proj	6,270,918	-	-	6,270,918
Center City Revitalization Project	5,349,156	-	-	5,349,156
Energy Efficient Revolving Loan Prog	850,000	150,000	150,000	1,000,000
4th Street Parking Garage Project	5,194,153	-	-	5,194,153
Imperial Site Purchase	957,035	-	-	957,035
Transfer to R&P Capital Project	82,965	-	-	82,965
<b>Total Appropriations</b>	<b>\$ 18,804,227</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 18,954,227</b>

**Section XIII: Estimated Revenues and Appropriations. Public Works Capital Projects Fund, of Ordinance #17-024 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:**

	<b>2020-21 Revised Budget</b>	<b>F.</b>	<b>Total Amend #3</b>	<b>2020-21 Budget per Amend #3</b>
<b>ESTIMATED REVENUES</b>				
Occupancy Tax	\$ 372,610	\$ -	\$ -	\$ 372,610
Transfers from Other Funds	21,062,703	9,286	9,286	21,071,989
Other Income	2,731,245	-	-	2,731,245
Spec Fed/State/Loc Grant	23,754,711	-	-	23,754,711
Spec Fed/State/Loc Grant	944,223	-	-	944,223
Bond Proceeds	6,200,000	-	-	6,200,000
Appropriated Fund Balance	275,000	-	-	275,000
<b>Total Revenues</b>	<b>\$ 55,340,492</b>	<b>\$ 9,286</b>	<b>\$ 9,286</b>	<b>\$ 55,349,778</b>
<b>APPROPRIATIONS</b>				
Stantonsburg Rd./10th St Con Project	\$ 6,194,950	\$ -	\$ -	\$ 6,194,950
Computerized Traffic Signal System	8,883,151	-	-	8,883,151
Sidewalk Development Project	1,405,540	-	-	1,405,540
GTAC Project	9,336,917	-	-	9,336,917
Energy Efficiency Project	777,600	-	-	777,600
King George Bridge Project	1,341,089	-	-	1,341,089
Energy Savings Equipment Project	2,591,373	-	-	2,591,373
Convention Center Expansion Project	4,718,000	-	-	4,718,000
Pedestrian Improvement Project	210,761	-	-	210,761
Street Lights & Cameras	1,401,225	-	-	1,401,225
F/R Station 3 Parking Lot	139,551	-	-	139,551
F/R Station 2 Bay Expansion	244,655	-	-	244,655
Parking Lot Enhancements	81,903	-	-	81,903
Street Improvements Project	14,282,805	-	-	14,282,805
Safe Routes to School	1,409,463	-	-	1,409,463
Imperial Demolition	229,178	9,286	9,286	238,464
Transfer to General Fund	559,764	-	-	559,764
Transfer to Street Improvement	1,002,567	-	-	1,002,567
Transfer to Recreation & Parks Capital	30,000	-	-	30,000
Transfer to Facilities Improvement	250,000	-	-	250,000
Transfer to IT Capital Projects Fund	250,000	-	-	250,000
<b>Total Appropriations</b>	<b>\$ 55,340,492</b>	<b>\$ 9,286</b>	<b>\$ 9,286</b>	<b>\$ 55,349,778</b>

**Section XIV: All ordinances and clauses of ordinances in conflict with this ordinance are hereby repealed:**

Adopted this 5th day of October, 2020

\_\_\_\_\_  
P. J. Connelly, Mayor

ATTEST:

\_\_\_\_\_  
Valerie P. Shiuwegar, City Clerk





# City of Greenville, North Carolina

Meeting Date: 10/5/2020  
Time: 6:00 PM

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**Title of Item:** Discussion of Public Art Procedure

**Explanation:** Mayor PJ Connelly has requested that a formal procedure be created to give clear direction on how civic art requests will be handled by the City, and he requested that a discussion of the procedure be added to the October 5, 2020, City Council agenda.

**Fiscal Note:** No direct cost

**Recommendation:** Discuss a Public Art Procedure as requested by Mayor Connelly.

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## ATTACHMENTS:

☐ **Council\_Public\_Art\_Procedure\_1136232**

## Council Public Art Procedure

Council's procedure for reviewing and approving the display of art on public property (including but not limited to public rights-of-way) is as follows:

1. Any request to display an art project on public property shall be forwarded to the City Manager, including but not limited to requests by the Pitt County Arts Council at Emerge.
2. City Manager shall review the request and forward such request to the Council. City Manager's notification to Council of the request shall indicate when the request may be placed on a Council workshop agenda for presentation by the person making the request.
3. Council, at the workshop, shall hear from the person who submitted the art project and review the request. At the conclusion of the review, Council will determine whether to place the request on a future Council regular meeting agenda. In addition, a request shall not be placed on a Council regular meeting agenda during the same month that the request was heard. (For example, if request was heard in October, then the earliest it can be placed on a regular meeting agenda is in November).
4. When a request appears on a Council regular meeting agenda, Council may take action on the request including approval or denial.



## City of Greenville, North Carolina

Meeting Date: 10/5/2020  
Time: 6:00 PM

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**Title of Item:** Resolution in Support of Hands Free Law

**Explanation:** Council Member Will Bell requested that a resolution be drafted and placed on the agenda for discussion in support of a Hands Free Law in North Carolina that addresses distracted driving.

**Fiscal Note:** No direct fiscal impact.

**Recommendation:** Hear and consider approval of the proposed resolution.

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### ATTACHMENTS:

- ☐ Proposed Resolution in Support of North Carolinas Hands Free Law 1136298

RESOLUTION NO. \_\_\_\_\_  
RESOLUTION IN SUPPORT OF NORTH CAROLINA'S PROPOSED HANDS FREE LAW

**WHEREAS**, distracted driving is defined by the National Highway Traffic Safety Administration (NHTSA) as any activity that diverts attention from driving, including talking or texting on your phone or wireless device; and

**WHEREAS**, the NHTSA cites 2,841 lost lives in 2018 alone from distracted driving; and

**WHEREAS**, texting is the most alarming distraction as sending or reading a text takes your eyes off of the road for approximately 5 seconds, and when traveling at a rate of 55 mph, approximately equates to driving the length of a football field with your eyes closed; and

**WHEREAS**, the North Carolina Department of Transportation's (NCDOT) *North Carolina 2018 Traffic Crash Facts* reports 281,685 reportable crashes in 2018 with 19.2% of those crashes attributed to distracted driving;

**WHEREAS**, the NCDOT reported a total of 14,419 crashes in Greenville between January 1, 2017 – December 31, 2019, placing Greenville among the top ten cities in the State for reported crashes for cities with populations greater than 10,000;

**WHEREAS**, the City of Greenville recognizes the risk that distracted driving poses to the health, life, and safety of the citizens of Greenville, Pitt County, and the State as a whole; and

**WHEREAS**, the City of Greenville recognizes the need for state legislation to combat this risk to public safety.

**NOW, THEREFORE BE IT RESOLVED** that the Greenville City Council stands in full support of the State passing "hands-free" laws that will stop distracted driving by prohibiting the use of wireless communication devices by drivers while operating vehicles.

Adopted this the \_\_\_\_\_ day of October, 2020.

\_\_\_\_\_  
P.J. Connelly, Mayor

ATTEST:

\_\_\_\_\_  
Valerie Shiuwegar, City Clerk