



# TOWN OF KNIGHTDALE WORK SESSION AGENDA

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950 Steeple Square Court, Knightdale, North Carolina 27545

**March 2, 2020**  
**7:00 p.m.**

WELCOME by Mayor Roberson

ITEM I. ADOPTION OF AGENDA

ITEM II. DISCUSSION

- |   |                               |
|---|-------------------------------|
| A. Dominion Energy Presentation   | Assistant Town Manager        |
| B. Census Presentation  | Assistant DS Director         |
| C. Consideration of Special Event Request   | Parks and Recreation Director |
| D. <a href="#">Consideration for Approval of Ladder Truck<br/>ORD #20-03-02-001</a> | Fire Chief/Finance Director   |
| E. Consideration for Approval of WSAP Change Order                                  | Public Works Director         |

ITEM III. CLOSED SESSION

Closed Session pursuant to NCGS § 143-318.11(a)(5)

ITEM IV. ADJOURNMENT



# Town of Knightdale

## Staff Report Cover Sheet

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Title: Fire Capital Project Fund Ordinance

Staff: Tim Flora, Finance Director

Date: March 2, 2020

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### **PURPOSE**

- To establish a Fire Capital Project Ordinance and use this fund to purchase a ladder truck and related equipment. The Town will finance the truck and transfer funds from the Capital Reserve Fund for the related equipment. Local Government Commission (LGC) approval is not required for issuance of debt to purchase vehicles.

### **STRATEGIC PLAN PRIORITY AREA(S)**

- Safe
- Sustainable

### **GENERAL STATUTE REFERENCE(S), if applicable**

- N.C. General Statutes 159-32 (c) and (e): ... If a local government or authority intends to authorize a capital project or a grant project by a project ordinance, it shall not begin the project until it has adopted a balanced project ordinance for the life of the project....A project ordinance may be amended in any manner so long as it continues to fulfill all requirements of this section...

### **TYPE OF PUBLIC HEARING, if applicable**

- N/A

### **FUNDING SOURCE(S), if applicable**

- Debt Proceeds of \$1,100,0000 for ladder truck
- Capital Reserve Fund appropriated fund balance of \$150,000 for related equipment

### **ATTACHMENT(S)**

- Ordinance #20-03-02-001

### **STAFF RECOMMENDATION**

- To approve the creation of a Fire Capital Project Ordinance with funding of \$1,250,000 as per ordinance #20-03-02-001.

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*Knightsdale Strategic Priorities*



Safe



Connected & Inclusive



Sustainable



Active & Healthy



Organizational Excellence



## TOWN OF KNIGHTDALE

950 Steeple Square Court  
Knightdale, NC 27545  
KnightdaleNC.gov

### ORDINANCE #20-03-02-001 FIRE CAPITAL PROJECT ORDINANCE FOR THE TOWN OF KNIGHTDALE

**BE IT ORDAINED** by the Governing Board of the Town of Knightdale, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

**Section 1:** The project authorized is the purchase of a replacement ladder truck and associated equipment to be financed by installment financing and reserves. The project may later be amended and used for future Fire capital needs to include land and additional facility needs and other major equipment purchases.

**Section 2:** The officers of this unit are hereby directed to proceed with the capital project within the terms of an installment financing contract and the budget contained herein.

**Section 3:** The following amounts are appropriated for the project:

Capital Outlay Vehicles	\$1,100,000
Capital Outlay Equipment	<u>\$ 150,000</u>
Total Expenditures	\$1,250,000

**Section 4:** The following revenues are anticipated to be available to complete this project:

Proceeds from debt	\$1,100,000
Transfer from Capital Reserve Fund	<u>\$ 150,000</u>
Total Revenues	\$1,250,000

**Section 5:** The Finance Director is hereby directed to maintain within the Fire Capital Project Fund sufficient specific detailed accounting records to satisfy local, state, and federal regulations. The terms of the installment financing contract also shall be met.

**Section 6:** Funds may be advanced from the General Fund for the purpose of making payments as due.

**Section 7:** The Finance Director is directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

**Section 8:** The Town Manager is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

**Section 9:** Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board, and to the Town Manager and the Finance Director for direction in carrying out this project.

This the 2nd day of March, 2020.

BY: \_\_\_\_\_  
James A. Roberson, Mayor

ATTEST: \_\_\_\_\_  
Heather Smith, Town Clerk