



MEMORANDUM

To: Mayor and Members of the City Council

From: Richard Hicks, Interim City Manager

Date: May 20, 2022

Subj: Consideration – Approval of Capital Project Ordinance for Providence Road Bridge Replacement Project

BACKGROUND:

The City received grant funds from NCDOT and the Golden Leaf Fund to replace the Providence Road Bridge. A contract has been awarded to T.A. Loving Company to construct the project. Work should begin on the project within the next months.

ANALYSIS:

Attached for your review and consideration is a copy of the proposed Capital Project Ordinance for the Providence Road Bridge Replacement Project. Expenses and revenues for this project have been paid in the General Fund, which makes it difficult to track for a multi-year project in a single budget year. The purpose of the Capital Project Ordinance is to create a separate Capital Project Fund that will continue to carry forward until the project is complete. Staff wants to move the revenues and expenditures out of the General Fund prior to June 30, 2022.

STAFF RECOMMENDATION:

By motion, approve the Providence Road Bridge Replacement Capital Project Ordinance.



**ORDINANCE # 2022-05-01
PROVIDENCE ROAD BRIDGE REPLACEMENT
CAPITAL PROJECT ORDINANCE**

BE IT ORDAINED BY THE CITY COUNCIL, the governing board of the City of Elizabeth City, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the North Carolina General Statutes, the following Capital Project Ordinance is hereby adopted:

Section 1: The capital project herein authorized ("Project") is for the replacement of the Providence Road Bridge, to be financed with North Carolina Department of Transportation Fund, Golden Leaf Funds and local funds.

Section 2: The officers of this unit of local government are hereby directed to proceed with the Project within the terms of this ordinance, project documents and the budget contained herein.

Section 3: The following amounts are appropriated for the Project:

Providence Road Bridge Replacement (54-5700-7314)	\$1,472,850
Professional Services (Engineering) (54-5700-0400)	221,000
Contracted Services (54-5700-4500)	361,032
Total	\$2,054,882

Section 4: The following revenues are anticipated to complete the Project:

Payment From NC DOT (54-3500-5800)	\$1,760,000
Golden Leaf Grant (54-3490-6700)	250,000
Payment From General Fund	44,882
Total	\$2,054,882

Section 5: The City's Finance Officer is hereby directed to maintain with the Capital Project Fund sufficient, specifically detailed accounting records to satisfy the requirements of the funding agencies, the funding agreements and state and local regulations.

Section 6: Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the funding agencies in an orderly and timely manner.

Section 7: The City's Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 above and on the total revenues received or claimed.

Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on the project in every budget submission made to the Council.

Section 9: Copies of the Capital Project Ordinance shall be furnished by the City Clerk to the City Council, and to the Budget Officer and Finance Officer for direction in carrying out the project.

ADOPTED, this the 23rd day of May, 2022.

Bettie J. Parker
Mayor

April D. Onley, NCCMC
City Clerk