



MEMORANDUM

To: Mayor and Members of the City Council

From: Rich Olson, City Manager
Eddie M. Buffaloe, Jr., Chief of Police

Date: July 19, 2019

Subject: Consideration - Continue Grant Application Process with the North Carolina Governor's Highway Safety Program (FY2019-2020) By Approving Local Governmental Resolution & Accompanying Budget Amendment for 50% Match for Purchase of 5 Mobile Data Terminals (MDT's)

BACKGROUND:

The Elizabeth City Police Department continues to seek grant funding opportunities through outside sources for the purpose of enhancing operations and furthering the Department's mission of the pursuit of excellence. The North Carolina Governor's Highway Safety Program opened up its FY2019-2020 grant application period beginning on January 1, 2019 and ending on January 30, 2019. In January 2019, the City Council gave permission to apply for this for the purchase of new Mobile Data Terminals (MDTs) for officers in their patrol cars while in the field.

The Department submitted its grant application in late January 2019. On June 27, 2019, staff received an email from the North Carolina Governor's High Safety Program, which stated that our governing body must complete and return a Local Government Resolution form. The deadline to complete and return the Local Governmental Resolution form is July 31, 2019.

ANALYSIS:

The North Carolina Governor's Highway Safety Program grant application process for FY2019-2020 allows for purchase of traffic equipment to be used by law enforcement agencies. Mobile Data Terminals (MDTs) are approved for purchase by the North Carolina Governor's Highway Safety Program under this particular grant opportunity. Mobile Data Terminals (MDTs) are important pieces of technology and have been in operation by our Department for approximately 15 years. Grants have allowed the Department to purchase MDTs for a fraction of their cost. Mobile Data Terminals

provide agencies a secure means of communication and provide an alternate means of communications if the primary voice communications is interrupted by natural disasters.

The FY 2019-2020 North Carolina Governor's Highway Safety Program grant does require a 50% match. In its original grant application, the Elizabeth City Police Department requested a grant of \$30,000.00 for new MDTs. If this grant is awarded, NCGHSP will fund \$15,000.00 and the remaining \$15,000 will be the responsibility of the City of Elizabeth City; these figures are reflected in the attached Local Government Resolution form. By entering into the Resolution, the City of Elizabeth City is confirming that the monies have been appropriated for this project, should the grant be awarded. This is a pre-requisite requirement to continue in this grant application process; therefore, staff is seeking the City Council's approval in both entering into the Local Governmental Resolution and approving a Budget Amendment.

FINANCIAL:

The Finance Committee discussed this matter during its July 18, 2019 meeting. Upon motion made by Councilwoman Young, seconded by Councilwoman Hummer, the Committee unanimously recommended approval by the City Council.

STAFF RECOMMENDATION:

By motion, adopt the Local Governmental Resolution for the North Carolina Governor's Highway Safety Program in order to continue with the grant application process for NCGHSP's FY2019-2020; and further recommend that the City Council approve a Budget Amendment in the amount of \$15,000 to reflect funds have been appropriated for the required 50% match.



BUDGET AMENDMENT

BE IT ORDAINED by the City Council of the City of Elizabeth City that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2020:

SECTION I. That the General Fund Governor's Highway Safety Grant (10-3490-5118) be increased by \$15,000,

And that the General Fund Balance Appropriated (10-3990-0000) will be increased by \$15,000,

And that the General Fund Police Departmental Supplies (10-5100-3300) will be increased by \$30,000.

(This amendment will authorize the Police Department to use the Governor's Highway Safety Grant to purchase MDTs and to use Fund Balance to pay for the City's 50% match.)

This amendment will decrease the General Fund Balance by \$15,000.

ADOPTED, this 22nd day of July 2019.

Bettie J. Parker
Mayor

Attest:

April Onley
Interim City Clerk

North Carolina Governor's Highway Safety Program LOCAL GOVERNMENTAL RESOLUTION

WHEREAS, the _____ (herein called the "Agency")

(The Applicant Agency)

has completed an application contract for traffic safety funding; and that _____

(The Governing Body of the Agency)

_____ (herein called the "Governing Body") has thoroughly considered the problem identified and has reviewed the project as described in the contract;

THEREFORE, NOW BE IT RESOLVED BY THE _____ IN OPEN

(Governing Body)

MEETING ASSEMBLED IN THE CITY OF _____, NORTH CAROLINA,

THIS ____ DAY OF _____, 20 ____, AS FOLLOWS:

1. That the project referenced above is in the best interest of the Governing Body and the general public; and
2. That _____ is authorized to file, on behalf of the Governing Body, an application contract in the form prescribed by the Governor's Highway Safety Program for federal funding in the amount of \$ _____ to be made to the Governing Body to assist in defraying the cost of the project described in the contract application; and
(Name and Title of Representative)
(Federal Dollar Request)
3. That the Governing Body has formally appropriated the cash contribution of \$ _____ as required by the project contract; and
(Local Cash Appropriation)
4. That the Project Director designated in the application contract shall furnish or make arrangement for other appropriate persons to furnish such information, data, documents and reports as required by the contract, if approved, or as may be required by the Governor's Highway Safety Program; and
5. That certified copies of this resolution be included as part of the contract referenced above; and
6. That this resolution shall take effect immediately upon its adoption.

DONE AND ORDERED in open meeting by _____
(Chairperson/Mayor)

ATTESTED BY _____
(Clerk)

SEAL

DATE _____