



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

April 27, 2022

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: New Business

2. Grant Project Ordinance for the Town of Kill Devil Hills American Rescue Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds (Attached NB-2)

With the Town's receipt of American Rescue Plan (ARP/ARPA) grant funding, it is required to complete a Project and Expenditure report by April 30, 2022. The Finance Department's accompanying memorandum details the report's requirements, which includes approval and submission of a grant project ordinance, which builds upon the BOC's July 12, 2021, resolution. Guidance on this ordinance and other Town ARP/ARPA policies have been provided by the UNC School of Government.

Staff recommends adoption of the Grant Project Ordinance for the Town of Kill Devil Hills American Rescue Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds.

A motion will be in order.



Town of Kill Devil Hills
Finance Department
P.O. Box 1719
Kill Devil Hills, NC 27948

MEMORANDUM

April 27, 2022

To: Debbie Diaz, Town Manager

From: Beverly Kissinger, Finance Director
Angell Doughtie, Assistant Finance Director

RE: ARPA Funds Grant Project Ordinance

US Treasury is requiring the completion of a Project and Expenditure report regarding the use of ARP grant funds by April 30th, 2022. This report requires governments to make an irrevocable decision whether they would like to use the standard allowance for the revenue replacement category of expenditures. Making this election will allow us to maximize the benefit of these funds and minimize the administrative burden. Therefore, we would like to have this grant project ordinance in place before the reporting deadline of April 30th. We recommend approval of this grant project ordinance as presented.

**Grant Project Ordinance for the Town of Kill Devil Hills
American Rescue Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds**

BE IT ORDAINED by the Board of Commissioners of the Town of Kill Devil Hills, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1: This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF). The Town of Kill Devil Hills (Town) has received the first tranche in the amount of \$1,168,504.18 of CSLFRF funds. The total allocation is \$2,337,008.36, with the remainder to be distributed to the Town within 12 months. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Section 2: The Town has elected to take the standard allowance, as authorized by 31 CFR Part 35.6(d)(1) and expend all its ARP/CSLFRF funds for the provision of government services.

Section 3: The following amounts are appropriate for the project and authorized for expenditure:

Internal Project Code	Project Description	Expenditure Category (EC)	Cost Object	Appropriation of ARP/CSLFRF Funds
001	Law Enforcement Services for period of March 3, 2021 through December 31, 2024	6.1	Salaries	\$1,858,455.95
			Benefits	\$478,552.41
	TOTAL			\$2,337,008.36

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

ARP/CSLFRF Funds:	\$2,337,008.36
Total:	\$2,337,008.36

Section 5: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements, including payroll documentation and effort certifications, in accordance with 2 CFR 200.430 & 2 CFR 200.431 and the Town’s Uniform Guidance Allowable Costs and Cost Principles Policy.

Section 6: The Finance Officer is directed to report the financial status of the project as a part of normal monthly, quarterly, and annual reporting processes.

Section 7: Copies of this grant project ordinance shall be furnished to the Budget Officer, Finance Officer, and the Town Clerk.

Section 8: This grant project ordinance addresses eligible expenditures incurred from March 3, 2021, through December 31, 2026, or when all the ARP/CSLFRF funds have been obligated and expended by the Town, whichever occurs sooner.

Adopted and approved by the Board of Commissioners of the Town of Kill Devil Hills at a regular meeting held on the ____ day of _____, 2022, by a vote of ____ in favor and ____ opposed.

SEAL

Ben Sproul
Mayor

ATTEST:

James Michael O'Dell
Town Clerk



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

RESOLUTION FOR RECEIVING FEDERAL FUNDS UNDER THE AMERICAN RESCUE PLAN ACT (ARP)

WHEREAS, the State of North Carolina is appropriating funding from the federal American Rescue Plan Act (ARP) to fund necessary Coronavirus State and Local Fiscal Recovery Funds; and

WHEREAS, the North Carolina General Assembly will provide for the distribution of funds to eligible municipal corporations, and townships, and

WHEREAS, before receiving a payment, a subdivision is required to adopt a resolution affirming that the subdivision will spend funding only on federal guidance related expenses as required under ARP; and

WHEREAS, revenue received under ARP will be kept in a separate fund and will not be commingled with other revenue; and


WHEREAS, the Town of Kill Devil Hills will provide to the State of North Carolina and the United States Treasury any unspent balance of the funds received;

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners that the Town of Kill Devil Hills requests ARP funding to be distributed by the State of North Carolina and by adopting this resolution affirm that the revenue will only be used for the purposes prescribed in the ARP guidance as described in 31 CFR, Part 35, and any applicable regulations, for necessary expenditures incurred due to the public health emergency connected with the COVID-19 pandemic, budget and certify such to the State Director of Office of Budget and Management and the Town of Kill Devil Hills Finance Director; and

BE IT FURTHER RESOLVED, the Town of Kill Devil Hills will comply with the procedures created by the North Carolina General Assembly and the U.S. Treasury Department to receive funds under ARP.

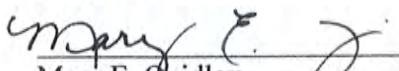
12th day of July, 2021.





Ben Sproul
Mayor

ATTEST:



Mary E. Quidley
Town Clerk