

**RESOLUTION ADOPTING, AMENDING, AND RESCINDING POLICIES,
AND UPDATING THE PWC ONLINE DOCUMENT LIBRARY**

WHEREAS, the Fayetteville Public Works Commission (PWC) has encouraged its staff to develop a new Policy and Procedure Manual and related documents in order to ensure that employees have access to information that is appropriately structured, up to date, and easy to read and understand; and

WHEREAS, the Commissioners believe that PWC's governance will be enhanced by delegating to the CEO/GM (and the CEO's designees) authority to establish, alter, and amend the Policy and Procedure Manual that shall have the same force and effect as the procedures promulgated in previous operational manuals; and

WHEREAS, the Commissioners support the comprehensive review process and accept staff recommendations for changes to PWC's policies and procedures.

**THEREFORE, LET IT BE RESOLVED BY THE COMMISSIONERS OF THE
FAYETTEVILLE PUBLIC WORKS COMMISSION THAT:**

1. The following Policies, as more completely set forth in Exhibit A attached hereto, are hereby adopted as amended, effective July 1, 2024:

- a) Budget Transfers Policy
- b) Internal Control Policy
- c) Investment of Public Funds Policy
- d) Principles of Sound Financial Management Policy
- e) Post Issuance Compliance Policy
- f) Rate Making Policy
- g) Procurement Policy

2. The following Policies, as more completely set forth in Exhibit B attached hereto, are hereby rescinded, with previously approved content being converted to procedures and incorporated into the new Policy and Procedure Manual, effective July 1, 2024:

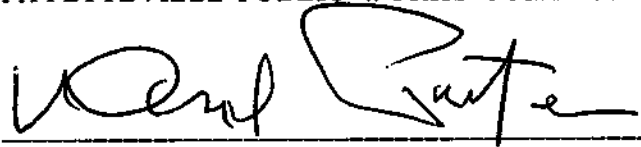
- a) Anti-Harassment Policy
- b) Code of Conduct Policy
- c) Safety Policy
- d) Substance Abuse Policy

3. The following manuals shall be consolidated and published in a Policy and Procedure Manual and posted in the PWC Online Document Library accessible to all employees, after approval from the CEO/GM and the CEO's designees, and subject to periodic review and amendment by the CEO. The Policy and Procedure Manual shall be given the same force and effect as procedures promulgated in the operational manuals/handbooks previously established:

- a) Human Resources Manual
- b) Employee Handbook
- c) Finance Manual
- d) Vehicle and Equipment Handbook
- e) Procurement Handbook
- f) Acceptable Use Handbook
- g) Policy Manual


ADOPTED this 26 Day of June, 2024

FAYETTEVILLE PUBLIC WORKS COMMISSION

A handwritten signature in black ink, appearing to read "Donald L. Porter", written over a horizontal line.

Donald L. Porter, Chairman

ATTEST:

A handwritten signature in black ink, appearing to read "Ronna Rowe Garrett", written over a horizontal line.
Ronna Rowe Garrett, Secretary