



RESOLUTION TO ESTABLISH A CREDIT CARD REBATE USE POLICY

RESOLUTION 26 – 11

WHEREAS, the City of Trinity is committed to maintaining sound financial management practices and ensuring that all public funds are expended in accordance with NCGS 159-8, NCGS 159-13 and NCGS 159-28.

WHEREAS, the City of Trinity receives a monthly credit card rebate revenues through its Purchasing Card Program

WHEREAS, such rebate revenues constitute public funds and must be budgeted, appropriated and expended for lawful public purposes in accordance with the North Carolina Local Government Budget and Fiscal Control Act (Chapter 159) and other applicable laws; and

WHEREAS, the Trinity City Council finds that establishing a written policy governing the administration and expenditure of credit card rebate revenues promotes transparency, accountability, fiscal responsibility, and consistent financial practices; and

WHEREAS, the Trinity City Council further finds that expenditures supporting employee professional development, workforce training, employee recognition, safety initiatives, and other legitimate governmental purposes contribute to the efficient and effective operation of the City and serve a valid purpose.

NOW, THEREFORE, BE IT RESOLVE by the City Council of the City of Trinity, North Carolina:

Section 1. Adoption of Policy

The "City of Trinity Credit Card Rebate Use Policy," attached here and incorporated by reference, is hereby adopted as an official policy of the City.

Section 2. Administration

The City Manager is authorized to administer the policy and establish administrative procedures necessary for its implementation.

The Finance Director shall account for all credit card rebate revenues in accordance with generally accepted governmental accounting principles, applicable guidance of the North Carolina Local Government Commission, and the City's financial policies.

Section 3. Authorized Expenditures

Credit card rebate revenues may be budgeted and expended only for lawful public purposes, including, but not limited to:

- Employee education, training, and professional development;
- Employee recruitment and retention initiatives;
- Employee recognition and appreciation activities that promote morale, retention, and organizational excellence;
- Safety, wellness, and workforce development programs;
- Operational improvements and other expenditures authorized by the adopted policy.

All expenditures shall remain subject to budget appropriations, purchasing requirements, and applicable provisions of North Carolina law.

Section 4. Budget Compliance

Nothing in this Resolution authorizes expenditures without an approved appropriation. All expenditures shall comply with the annual budget ordinance, budget amendments adopted by the City Council when required, purchasing policies, and all applicable provisions of Chapter 159 of the North Carolina General Statutes.

Section 5. Compliance with Law

If any provision of the Credit Card Rebate Use Policy conflicts with applicable federal or North Carolina law, the provisions of law shall be controlled, and the remainder of the policy shall remain in full force and effect.

Adopted this 14th day of September, 2026

Darien Comer, City Clerk

SEAL

Richard McNabb, Mayor