

Monday, December 19, 2016

7:00 PM

A Pre-Agenda meeting was held on the above date with the following members present:

Bucky Jernigan	)	Mayor
Gary Betts	)	Mayor Pro-Tem
Melissa Blalock	)	Alderwoman
Renee Bryant	)	
Nancy Henderson	)	
Keith Fogleman	)	
Nick Holcomb	)	City Manager
Zach Hewett	)	Finance Director
Bob Wilhoit	)	Attorney <b>(Absent)</b>

### **Meeting Called to Order**

Mayor Jernigan called the meeting to order.

### **Items for January Agenda Discussion**

Nick began by informing the Board that a Bernard Robinson representative would be in attendance at the January Board meeting to provide the Audit Report and Presentation.

Zach stated that the audit would show the finances are in order and fund balance being healthy.

The Stout Street Park Capital Project has been successfully completed and the official documentation would be presented to the Board for approval. All funds have been depleted.

Looking towards the future for necessary funding for Phase II would be observed later. The Board was in agreement that adding other amenities was important to them and a high priority.

Audits (Safer Grant) were done on grants received by the City and it was made clear to the City that a **Federal Funds Disbursement Policy** should be in place and needed adoption by the Board with a January 2017 implementation date.

Dates were discussed for Board approval for 2017 Agenda Workshops, Monthly Meetings and Holiday Schedule. Final dates will be adopted at the January meeting.

### **Insert Schedule:**

### **Additional Items for Discussion**

Alderwoman Blalock previously expressed her desire to schedule time in the upcoming year to discuss long term vision for the City. It was decided that at the Pre-Agenda Meeting on February 27, 2017 the meeting would also encompass City visioning. The meeting would start at 5:00 PM and continue as a work session with dinner served.

March 22, 2017 was tentatively scheduled for a budget workshop with a full day of meetings with each department head in attendance.

Robert Hollingsworth of LineDesign Graphics, a Randleman native, has been enlisted to provide illustrations of different styles of branding for our City. This would be used on all city information and functions. His organization provided banners, shirts and other items for our Food Truck Festival and Market and Music. He continues to work with area cities and universities and has supplied them with outstanding products.

The website continues with improvements and Alderwoman Bryant thanked Zach for his efforts and suggested that pictures of administration should be included on the site.

TAAS Certification and the lack there of continues to be discussed. Alderwoman Bryant stated The School of Government advises that accountability needs to be shown by any entity that the tax payers of Randleman fund.

Nick reported that certification had been received for 12 cats in 1 room, not 48 as was expected. Ms. Kristi Shore with the certification Board will inspect in January and hopefully approve the remaining parts of the facility. Lack of information provided by TAAS was noted.

Alderwoman Blalock questioned the fostering out procedures. Alderman Betts and others discussed the fact that there seemed to be a lack of transparency and that a quarterly appearance before the Board by a sitting officer of the society should be implemented. Monthly reports were also discussed as a way to keep the Board informed and accountable. The Board feels that the onus has been placed on them.

Alderwoman Bryant asked for information on the Code of Ordinances update, Personnel Policy (update in process) and our Purchasing Policy. Nick advised that after the first of the year details would be forthcoming.

Mayor Jernigan advised the Board that his building located in Commerce Square (Dr. Grocose old office) had been leased and would take all the utility payments that Melvin's was no longer taking. It will also serve as an insurance company.

### **Adjourn**

A motion to adjourn was made by Alderwoman Henderson seconded by Alderwoman Blalock and unanimously approved.

**Bucky Jernigan, Mayor**

**Melody R. Hancock, City Clerk**