



KNIGHTDALE FINANCE COMMITTEE MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

April 20, 2016

The Knightdale Finance Committee met at 5:30 p.m. in the Conference Room of Town Hall.

PRESENT: Mayor James Roberson; Mayor Pro Tem Mike Chalk; and Councilor Pete Mangum

ABSENT: No one

Staff Members Present: Administrative Services Director Suzanne Yeatts; Finance Officer Kim Kenny; Accounting Operations Manager Joanna Gombatz; Development Services Director Chris Hills; Operations Supervisor Reed Alexander, Grounds Maintenance Supervisor Jason Eubanks; and Communications Director Brian Bowman

Meeting called to order by Councilor Mangum at 5:30 p.m.

ITEM I. APPROVAL OF MINUTES
April 4, 2016

...Motion by Councilor Mangum to approve the minutes of April 4, 2016. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

ITEM II. NEW BUSINESS

A. Quarterly Purchasing Report

Suzanne Yeatts, Administrative Services Director, answered questions from committee members and noted that the Town's Purchasing Policies are being reviewed.

B. Quarterly Financial Report

a. Revenue Detail Report

Development Services Director, Chris Hills, noted a pavement condition survey is slated to be performed and streets assigned for resurfacing based on need. Mayor Roberson requested education of Knightdale business owners as to which streets are Town owned.

C. Draft CIP

a. Funding Availability Discussion

Discussion tabled until a future meeting to allow adequate time for Non-Profit and Departmental budget request presentations.

D. Review of Budget Requests

a. Non-Profit Funding

Committee discussion of non-profit funding. Ms. Yeatts noted that agencies have been invited to make presentations to Town Council at the May 2nd Council meeting. Committee directed staff to designate non-profit funding as grants and aid going forward.

b. Development Services

Mr. Hills presented the Development Services Department budget requests and answered questions from committee members.

c. Public Works

i. General Services

Mr. Hills and Reed Alexander, Operations Supervisor, presented the division budget requests and answered questions from committee members.

ii. Grounds Maintenance

Mr. Hills and Jason Eubanks, Grounds Supervisor presented the Grounds division budget requests and answered questions from committee members.

The Public Works and Stormwater budget presentations will be continued at the May 2nd Finance Committee meeting.

ITEM IV.

ADJOURNMENT

Meeting adjourned at 6:57 p.m.



Committee Chairman



5-3-16

Finance Officer