

**MINUTES OF THE AUGUST 15, 2019 SPECIAL CITY COUNCIL MEETING**

A special meeting of the Hopewell City Council was held Thursday, August 15, 2019, at 5:30 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

**PRESENT:** Jasmine E. Gore, Mayor, Ward 4  
Patience Bennett, Vice Mayor, Ward 7  
Deborah Randolph, Councilor, Ward 1  
Arlene Holloway, Councilor, Ward 2  
Janice B. Denton, Councilor, Ward 5  
Brenda Pelham, Councilor, Ward 6

John M. Altman, Jr., City Manager  
Charles Dane, Assistant City Manager  
Sandra R. Robinson, City Attorney  
Ronnieye L. Arrington, City Clerk  
Debra McKnight, Assistant City Clerk

**ABSENT:**

**ROLL CALL**

Mayor Gore opened the meeting at 5:32 p.m. Roll call was taken as follows:

Mayor Gore	-	present
Vice Mayor Bennett	-	absent (arrived at 6:03 p.m.)
Councilor Randolph	-	present
Councilor Partin	-	present
Councilor Holloway	-	present
Councilor Denton	-	present
Councilor Pelham	-	absent (arrived at 6:33 p.m.)

**SPECIAL MEETING**

Mayor Gore called the meeting to order, and thanked all for attending. She advised that this meeting was, in effect, a continuation of the July 23, 2019 Special Meeting. Mayor Gore then asked Council if anyone wanted to move to adopt the agenda and to waive Rule 306 (3-hour limit on meeting).

**Motion:** Councilor Partin moved to adopt the special meeting agenda and to keep Rule 306 in play. Councilor Denton seconded the motion. Upon the roll call, the vote resulted:

Councilor Partin	-	yes
Mayor Gore	-	no
Councilor Denton	-	yes
Councilor Pelham	-	--- (arrived at 6:33 p.m.)
Vice Mayor Bennett	-	--- (arrived at 6:03 p.m.)
Councilor Randolph	-	yes
Councilor Holloway	-	yes

**Motion passed 4-1**

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**SPECIAL BUSINESS**

**SB-1 CAFR Update – FY2015 – Cherry Bekaert (including transmittal files, SEFAs)** – Rob Churchman of Cherry Bekaert came forward and presented information to Council regarding the FY 2015 CAFR. Mr. Churchman gave Council the completed SEFA, as well as a new presentation regarding the status of the A133 federal audit and state and federal compliance. He noted that CB would be submitting their report to the APA on August 16, 2019. He further noted that the Comparative Cost report had already been submitted as of January 2018. Mayor Gore said she would advise how they wanted CAFR’s and SEFAs to be reported out. Councilor Partin requested the names of the non-filers of the Statement of Economic Interest and Mayor Gore requested that that information be sent to all of Council. Council requested that a request for Council to take action on the audit findings and to schedule a work session be added to the August 20, 2019 agenda. This was agreed by consensus of all members present.

**SB-2 CAFR Update – FY2016 and FY2017 – PB Mares (include transmittal files, SEFAs)** - Ms. Betsy Hedrick of PB Mare, LLP came forward and presented information to Council regarding the FY2016 and FY2017 CAFRs. She went over the audit findings for FY2017, and advised Council of the status of the CAFR. She said there were 8 material weaknesses and 6 compliance findings, with over fifth entries made to the trial balance. She then read each of the negative findings and gave a brief explanation given. Council asked several questions. In order to not be penalized, Councilor Pelham moved to waive Rule 407 so that each councilor was allowed to speak more than twice. Her motion was seconded by Mayor Gore. Upon the roll call, the vote resulted:

Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	no
Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes

**Motion passed 6-1**

Mr. Michael Terry, the Finance Director, addressed Council and responded to questions.

Wanda Brown, CSA also came before Council regarding quality improvements as required by the recent CPMT audit. Jermaine Harris, the new Chairman of CPMT also came forward and answered questions of Council. He said they were reviewing policies and making changes, but that it was a work in progress.

Laurin Willis then came forward to discuss the Beacon Theatre. He noted that all financial records needed for the CAFR had been provided, and that no one had asked him for such information until 2017. Mr. Willis noted that the information was submitted using the software “Dropbox,” and that at least 15 people had access to the Dropbox. The Finance Director noted that the Dropbox had been

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opened and that Finance was working with the contents to put it in a format that could be read by Munis.

Joan Gosier, the City Treasurer also came forward. She fielded questions of Council. She said that they were working on a new bank reconciliation process system named Thomas Brothers. She said she recommended that system for the CSA office to assist with some of their financial issues.

Ray Spicer, Director of Social Services then came forward and discussed items related to Social Services. PB Mares explained that the errors for Social Services do not come from them, but rather is an issue with the City not providing information to SS timely.

There were additional questions, comments and discussion.

**ADJOURN**

The meeting ended at 8:30 p.m. when Council reached the three-hour time limit.

/s/ Jasmine E. Gore  
Jasmine E. Gore, Mayor

/s/ Ronnieye L. Arrington  
Ronnieye L. Arrington, City Clerk