



TOWN OF KILMARNOCK

Council Committee Notes – Administration and Finance

Date: May 7, 2010 **Time:** 8:30 am **Location:** Town Hall **Chair:** Councilmember Howard Straughan **Attendees:** Councilmembers Straughan and Paul Jones, Town Manager Tom Saunders, Community Development Strategist Susan Cockrell

Notes on Discussions:

1. The Committee discussed the necessity of applying the business licensing ordinance evenly throughout the town, specifically to any vendors participating in festivals or markets. TM Saunders told the committee that as far as he has been able to determine the only exemptions allowed are for direct sales from farmers, as in vegetable stands that sell produce grown by that business.
2. The Committee discussed the “Mayor’s Initiatives” line item in the proposed FY11 budget and expressed the opinion that it would be better to name it “Miscellaneous Community Donations”.
3. The Committee discussed the need to obtain an expert assessment of the Town’s financial condition and revenue and expense trends. Proposals from Davenport and Co. and from Robinson, Farmer, Cox Associates were considered and it was decided to recommend to Council that the proposal from RFCA be accepted.
4. The Committee asked TM Saunders to include a provision for a Closed Session at the end of the upcoming Council meeting to discuss personnel issues in accordance with the Virginia Freedom of Information Act.

Recommendations to Council:

Action item 1. Approve disbursements as submitted by staff. (√)

Action item 2. Recommend acceptance of proposal from Robinson, Farmer, Cox Associates to perform a financial performance and water and sewer rate study for the Town. (√)

Recommended for further study:

None at this time.