



TOWN OF KILMARNOCK
Council Committee Notes –Admin\Finance

Date: January 6, 2012 **Time:** 8:30 AM **Location:** Town Hall

Town Council Member Attendees:

X = present

Chair: Vice Mayor William Smith X
Council Member Denis Bouslough X
Mayor Raymond Booth (ex-officio)
Council Member Shawn Donahue X
Council Member Paul Jones X

Town Staff Attendees:

Town Manager Tom Saunders X
Asst. TM Susan Cockrell X
Treasurer Judy Stevens

Visitors: Audrey Thomasson, Rappahannock Record

Notes on Discussions:

1. There have been ongoing discussions with the legal counsel of Leland Corp. regarding reimbursement of connection fees connected to the force main along Yorkshire Street (Springwood). The Town’s attorney to provide further guidance for the Town’s position.
2. The committee continued discussions on ways to increase communications including possible meeting schedule changes in future months.
3. Bob Sowder (new owner of Grace Hill subdivision) wants to know Town’s position on him changing Grace Hill restrictive covenants to be less restrictive. This initial request has been reviewed by the Town Attorney but no definitive details have been shared for the Town to provide an opinion.
4. Our cable franchisee for the Kilmarnock area, Metrocast, has announced a 10% rate increase. No actions will be taken by the Town.
5. The annual financial audit opinion has been received from auditors, Robinson, Farmer & Cox. The audit for FY 2012 is in compliance with GASB requirements. After discussion, it was agreed that RF & C will not need to make a presentation to the full council.
6. The committee will review the Town Attorney’s comments regarding developments with the Kilmarnock Museum once they are available.
7. The Town Manager reviewed the plans followed the retirement of the Town Clerk. The deputy clerk will be moved to “Acting Town Clerk” with the open position to be back filled with an administrative generalist position. Anticipated target is February\March.
8. The committee was apprised to “save the date” of February 4th for a retirement party for Jackie Blencowe celebrating her 25 years of public service to the Town.

FYI Only:

1. Business license renewals are going out shortly and include information on the adjusted due date (back to May 1).

Recommendations to Council:

Action item(s):

Recommended for further study:

1. Continue to review ways to increase the public’s participation in government and increase transparency.