



TOWN OF KILMARNOCK
Council Committee Notes –Administration/Finance

Date: February 5, 2014

Time: 8:30 AM

Location: Town Hall

Town Council Member Attendees:

Town Staff Attendees:

X = present

Chair: Council Member Howard Straughan __

Council Member Shawn Donahue _X_

Council Member Rebecca Tebbs Nunn _X_

Council Member William Smith _X_

Mayor Raymond Booth (ex-officio) __

Town Manager Tom Saunders _X_

Deputy TM Susan Cockrell _X_

Treasurer Judy Stevens __

Visitors: Ed Boshier (G.C. Dawson Real Estate)

Discussion items:

1. The subcommittee entered into Closed Session as allowed by FOIA 2.2-3711(A) Para (3) to discuss or consider of the acquisition of real property for a public purpose, or of the disposition of publicly held real property. Certify Closed Session held IAW FOIA 2.2-3711(A) Para (3) for discussion or consideration of the acquisition of real property for a public purpose.

Deputy Town Manager Cockrell made a statement certifying that in the Closed Session that just concluded that nothing was discussed except the mater or matters (1) specifically identified in the reason to convene in Closed Session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information Act cited in that reason. The statement was supported by a roll call vote.
 Donahue, Shawn – yes Nunn, Rebecca T. – yes Smith, William L. - yes

2. The committee discussed the financial audit results and requested that future audits come to committee first. Council member Smith also reviewed a coding error that resulted in employee W-2's being reissued; this has been corrected.
3. TM Saunders continues to work on the preliminary FY2015 budget and should have a first pass for the committee in March.

FYI:

1. Mid cycle AP review.

Recommendations to Council:

Action item:

1. Recommend that Ed Boshier of G.C. Dawson Real Estate be placed under contract to market 514 N. Main Street on behalf of the Town. Council member Donahue suggested the property be listed with a "as is, where is" declaration.
2. Approve disbursements from January 28 to February 23, 2014.

Recommended for further study: none