



TOWN OF KILMARNOCK
Council Committee Notes –Administration/Finance

Date: February 5, 2015

Time: 10:30 AM

Location: Town Hall

Town Council Member Attendees:

X = present

Chair: Vice Mayor Rebecca Tebbs Nunn	<u> X </u>
Council Member Emerson Gravatt	<u> </u>
Council Member Dr. Curtis H. Smith	<u> </u>
Council Member Michael Sutherland	<u> X </u>
Mayor Mae Umphlett (ex-officio)	<u> X </u>

Town Staff Attendees:

Town Manager Tom Saunders	<u> X </u>
Deputy TM Susan Cockrell	<u> X </u>
Treasurer Judy Stevens	<u> </u>
Planning\Zoning Director Marshall Sebra	<u> </u>

Visitors: None

Discussion items:

1. The committee discussed a request to look at the way town’s water rates affect high volume users. No action was taken.
2. The committee was updated on FY16 budget preparations; a tentative date for a public budget work session will be set.
3. The committee reviewed a request for funds by Kilmarnock Museum.
4. Staff will provide the committee with an understanding of the impact of post employment benefits to our budget based on GASB (Government Accounting Standards Board) standards.
5. Staff has contacted VML to request from its members any available resources to help the Town assess internal, operational controls.
6. TM Saunders has contacted Marion, VA on their process for small business development. More information to come.
7. The local elections board has requested a move for town elections from KVFD to Discuss Kilmarnock Baptist Church. The church has agreed but the Town would need to hold a public hearing prior to sending a formal agreement to the elections board. This will be scheduled for March.

FYI:

1. No Mid cycle AP review as checks were not issued this early in the month.
2. FY16 budget prep is underway. Staff requested feedback from each committee regarding any operational needs or capital projections.

Recommendations to Council:

Action item: Place a public hearing on the March agenda of Town Council related to changing the polling location from KVFD to Kilmarnock Baptist Church.

Recommended for further study: None