



TOWN OF KILMARNOCK
Council Committee Agenda –Administration/Finance

Date: March 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 __

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 __

Treasurer Judy Stevens __

Visitors: Mr. Carol Ashburn

Discussion items:

1. Mr. Ashburn asked the committee to contribute to the Kilmarnock Museum, citing very high heating costs, a mortgage and utility bills. The committee asked staff to research the recent history of donations to the museum and report back at the April meeting.
2. Town Manager Saunders reported that he has not yet been able to work with Ed Boshier on the marketing of 514 N. Main Street but expects to do so soon.
3. TM Saunders gave a brief review of his work to date on the FY'15 budget based on current year numbers through January. He reported that revenue and expenses are as projected so far. The committee agreed to begin the annual evaluation process for the Town Manager and Town Attorney so that it can give budget guidance concerning same before the end of the budget cycle. The committee decided to conduct a Public Budget Work Session at 6 PM, May 7
4. TM Saunders reported that there will be a public hearing at the March 17 Council meeting so that an ordinance can be added to Town Code. Said ordinance will authorize the Town to enter a Joint Powers Agreement in order to procure long term disability coverage for town staff as required by new state regulations.

FYI:

1. The committee reviewed mid-cycle accounts payable.
2. Public Works positions have been posted to our website as of Feb. 20th and classified ads running Feb. 27 & March 6 in the Rappahannock Record.

Recommendations to Council:

Action item:

1. Approve disbursements from February 25 through March 17, 2014.

Recommended for further study: