



**TOWN OF KILMARNOCK**  
**Council Committee Notes –Administration/Finance**

**Date:** April 2, 2015      **Time:** 10:30 AM      **Location:** Town Hall

**Town Council Member Attendees:**

**X = present**

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

**Town Staff Attendees:**

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

**Visitors:** Renns Greene, Rappahannock Record

**Discussion items:**

1. FY16 budget preparations were discussed.
2. The committee went into Closed Session as allowed by FOIA 2.2-3711(A) Para (1) for the following purpose: assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. Roll call vote at conclusion confirming that only this matter was discussed:    Nunn: YES Gravatt: YES Smith: YES Sutherland: YES Umphlett: YES

**FYI:**

1. Mid cycle AP review with details was completed.
2. Changes are being made by Google prioritizing “mobile friendly” websites and the implications for kilmarnockva.com is that our 2008 vintage website is either mobile or tablet friendly and will need a redesign. Staff instructed to determine funds for the FY2016 budget to be included for website rework\redesign.

**Recommendations to Council:**

**Recommended for further study:** Staff instructed to determine funds for the FY2016 budget to be included for website rework\redesign. (That has been completed with \$10,000 added to the FY2016 proposed budget.)