



TOWN OF KILMARNOCK

Council Committee Minutes –Administration/Finance

Date: June 4, 2014 **Time:** 8:30 AM **Location:** Town Hall

Town Council Member Attendees:

Chair: Council Member Rebecca Tebbs Nunn X__
Council Member Shawn Donahue __
Council Member William Smith __
Council Member Michael Sutherland _X_
Mayor Raymond Booth (ex-officio) __

Town Staff Attendees:

Town Manager Tom Saunders __X_
Deputy TM Susan Cockrell __X_
Treasurer Judy Stevens __

X = present

Visitors: None

Discussion items:

1. The committee discussed the FY 2015 Budget; there were no recommended changes before second reading and adoption.
2. The committee recommended the adoption by resolution of the 9.44% VRS rate.
3. Schedule public hearing for blight ordinance following recommendation by Planning Commission.
4. VDOT has approved the drawings for the sidewalk connecting S. Main St. to the Mary Ball Rd. project. Staff has requested approval to proceed with the next step of developing Request for Proposal documents, followed by release of the RFP. The committee recommends that staff proceed with the RFP.
5. The committee discussed the committee meeting schedule and attendees for July's meetings.

FYI:

1. Test use of Code Red software system occurred June 3rd.
2. Mid cycle AP review was conducted.
3. Metrocast has announced a new increase in rates for cable services.
4. The committee reviewed staff's obsolete utilities inventory and request to sell on GovDeals.com. The committee approved staff to proceed with sale.
5. The committee agreed with a citizen suggestion to keep the American flags up until Labor Day this year.

Recommendations to Council:

Action item:

1. Recommends the adoption of the 9.44% VA Retirement System rate per the attached resolution for the FY 2015 fiscal year.
2. Recommends that staff proceed with creating a bid package and advertising a Request for Proposals for the sidewalk connecting S. Main St. with the sidewalks along Mary Ball Rd.
3. The recommendation is to have all subcommittee meetings occur on the first Thursday of the month beginning July 3rd. A second recommendation is that the July subcommittee meetings have the same membership as current sessions for one month only. This gives the Council time to appoint new subcommittee memberships at its July meeting.
4. Recommends staff be authorized to sell identified, obsolete inventory on GovDeals.com.
5. Approve the disbursements from May 20, 2014 to June 15, 2014.

Recommended for further study: none