



TOWN OF KILMARNOCK

Council Committee Notes –Administration/Finance

Date: December 3, 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 __
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_
Planning\Zoning Director Marshall Sebra

Visitors: None

Discussion items:

1. The committee reviewed the December public hearing regarding authorizing the use of the Virginia Association of Counties Investment Pool for Town funds.
2. The committee discussed community dialogue regarding funding to support the legal work of the NoTowers.org organization. The committee believed this to be an individual citizen’s decision.
3. The committee recommended that full time employees would be given a \$100 holiday gift and part time employees be given \$50.

FYI:

1. The committee reviewed the mid cycle AP review with details.
2. Staff has advertised for Town Council applicants and place on the Town’s website.

Recommendations to Council:

1. **Approve expenditures from Nov. 17 to Dec. 20, 2015.**
2. **Approve staff holiday gifts of \$100 per full time employee and \$50 per part time employee.**

Recommended for further study: