

# Town of Kilmarnock

**VICE MAYOR** – REBECCA TEBBS NUNN  
**COUNCIL MEMBER**–CHRIS ALLEN  
**COUNCIL MEMBER**–KEITH BUTLER  
**COUNCIL MEMBER**–EMERSON GRAVATT  
**COUNCIL MEMBER**–DR. CURTIS H. SMITH  
**COUNCIL MEMBER**–MICHAEL T. SUTHERLAND

**MAYOR** –MAE P. UMPHLETT



**TOWN MANAGER**– TOM SAUNDERS  
**TOWN ATTORNEY** - PAUL C. STAMM, JR.  
**TOWN PLANNER** - MARSHALL SEBRA  
**TOWN CLERK** –CINDY BALDERSON  
**TOWN TREASURER** - JUDY G. STEVENS  
**POLICE CHIEF** - MICHAEL S. BEDELL

## Town Council Meeting Agenda Kilmarnock, VA

**Monday, October 19, 2015**  
7:00 PM - Kilmarnock Town Hall

Notice of intent to comply with the Americans with Disabilities Act: Reasonable efforts will be made to provide assistance or make special arrangements to qualified individuals with disabilities in order for them to participate in or attend Town Council Meetings. Please call the Town for information or assistance: 804-435-1552. **Cell phones are to be turned off during Town Council meetings.**

1. **Call to Order:** Mayor Mae Umphlett. Please join the Mayor and Council in the Pledge of Allegiance to our Flag. On behalf of the Council and staff, Mayor Umphlett extends a warm welcome to Kilmarnock residents and guests.
2. **Calling of the Roll:** Town Clerk Cindy Balderson
3. **Acceptance and Approval of the Agenda:**
4. **Approval of the Minutes:** September 21, 2015 Town Council Meeting (✓)
5. **Public Comments and Presentations:**

The public is invited to speak to Council on any matter, with the exception of scheduled public hearings which will be called for later. Please use the sign-in sheet on the podium. Comments are limited to **three (3) minutes per person**. Please state your name and address for the record. Any required responses from the Town will be provided in writing following the meeting.
6. **Public Hearing:**

**Concerning an application to rezone property on South Main Street from R-2 to C1. (✓)**

  - Staff report – Town Planner/Zoning Administrator Marshall Sebra
  - Recess for Public Hearing
  - Public Comments
  - Staff Comments
  - Close Public Hearing
  - Town Council discussion and action
7. **Planning Commission Report:** - Council member Chris Allen – Liaison; no meeting this month

**8. Committee Reports: (all committees met Thursday, October 1, 2015)**

- A. Police, and Public Safety Committee: Council Member Emerson Gravatt – Chair (√)
- B. Economic Development Committee: Council Member Emerson Gravatt – Chair (√)  
**Action Item: Sponsor Northern Neck Artisan Trail at \$350 level and Virginia Oyster Trail at \$500 level.**
- C. Streets, Sidewalks, Playgrounds Committee: Council Member Keith Butler - Chair (√)
- D. Water and Sewer Committee: Council Member Michael Sutherland – Chair; (√)
- E. Administration/Finance Committee: Vice Mayor Rebecca Tebbs Nunn – Chair; (√)  
**Action Items:**
  - a. Approve a Resolution of Appreciation for retiring Planning Commission members Lindsay Gardner and Joan Gravatt.
  - b. Approve a Resolution of Appreciation to the family of Donnie Walker for his years of service on the Planning Commission and Board of Zoning Appeals.
  - c. Recommend to Council the appointment of Les Spivey and John Raymond to the Planning Commission, both terms expiring at the end of September, 2019.
  - d. Approve disbursements from September 22, 2015 through October 19, 2015(√)

**9. Old Business:**

**10. New Business:** A proclamation in support of Constitution Week

**11. Public Comments:**

**12. Town Attorney's Comments:**

**13. Mayor's Comments:**

**14. Council Members' Comments:**

**15. Town Manager's Comments:**

**16. Upcoming Events and Meetings:** Updated meeting schedules will be posted on the Town Hall doors and the public will be directed to call the Town Hall in case regularly scheduled meetings have been changed or cancelled.

**All Committees will meet Thursday, November 5, at Town Hall**

**8:30 AM Police and Emergency Preparedness**

**9:00 AM Economic Development**

**9:30 AM Streets, Sidewalks, and Playgrounds**

**10:00 AM Water and Wastewater**

**10:30 AM Administration and Finance**

**Monday, November 9, Planning Commission Meeting, 6 PM – Town Hall**

**Monday, November 16, Town Council Meeting, 7 PM – Town Hall**

**Town Hall will be closed Wednesday, November 11 for the Veterans Day holiday**

**17. Motion to Adjourn.**