

# 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, November 17, 2014**  
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:** October 20, 2014 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. **Planning Commission Report:** - Council member Chris Allen – Liaison; report from the meeting held November 10. (√)
7. **Committee Reports: (all committees met Thursday, November 6, 2014)**
  - A. Police, and Public Safety Committee: Council Member Emerson Gravatt - Chair (√)
  - B. Economic Development Committee: Council Member Emerson Gravatt – Chair; (√)
  - C. Streets, Sidewalks, Playgrounds Committee: Council Member Keith Butler - Chair (√)  
**Action item: Endorse and accept the “People’s Park” concept plan as submitted and authorize staff to proceed with obtaining further design and engineering services for the park.**
  - D. Water and Sewer Committee: Council Member Michael Sutherland – Chair; (√)

E. Administration/Finance Committee: Vice Mayor Rebecca Tebbs Nunn – Chair; (√)  
**Action Items:**

- a. **Motion to approve disbursements from October 21, 2014 through November 17, 2014.** (√)
- b. **Dedicate a Christmas banner in memory of Mr. & Mrs. Howard Straughan.**

- a. **Old Business:** Zoning application by Mr. Phillip Lee to operate a party store on North Main Street; carried over from last month. Administration and Finance Committee recommends approval of Mr. Giggles Fun House with three stipulations: no on-site water slide without town approval; full compliance with county and state regulations; no patrons over age of 13.

**8. New Business:**

**9. Public Comments:**

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

**11. Mayor's Comments:**

**12. Council Members' Comments:**

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

**14. 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, December 4, 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**

**Tuesday, November 25, Tree Lighting Ceremony, 5:30 PM – Town Hall**

**Friday, December 12, Lighted Christmas Parade, 7 PM – Main Street**

**Monday, December 8, Planning Commission, 6 PM – Town Hall**

**Monday, December 15, Town Council Meeting, 7 PM – Town Hall**

**Town Offices will be closed from 2 PM Wednesday, November 26 through Friday, November 28 for the Thanksgiving Day holiday.**

**15. Motion to Adjourn.**