

# Town of Kilmarnock

**VICE MAYOR** – REBECCA TEBBS NUNN  
**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, December 21, 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:** November 16, 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. **Planning Commission Report:** - Council member Dr. Curtis Smith – Liaison; report from the meeting held December 14
7. **Committee Reports: (all committees met Thursday, November 5, 2015)**
  - 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 (✓)
  - D. Water and Sewer Committee: Council Member Michael Sutherland – Chair; (✓)
  - E. Administration/Finance Committee: Vice Mayor Rebecca Tebbs Nunn – Chair; (✓)

**Action Item:**

  1. **Approve disbursements from November 17, 2015 through December 21, 2015**(✓)

**8. Old Business:**

- **Make an appointment to fill the seat on Council made vacant by the resignation of Chris Allen.**

**9. New Business:**

- **Change the date of the January Council meeting from the 18<sup>th</sup> to the 25<sup>th</sup> and the date of the February Council meeting from the 15<sup>th</sup> to the 22<sup>nd</sup> to avoid conflict with state holidays**

**10. Public Comments:**

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

**12. Mayor's Comments:**

**13. Council Members' Comments:**

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

**15. 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, January 7, 2016 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**

**Noon –working lunch for Town Park progress session with LPDA staff, Council and Working Advisory group**

**Monday, January 11, Planning Commission Meeting, 6 PM – Town Hall**

**Monday, January 25, Town Council Meeting, 7 PM – Town Hall**

**Town Hall will be closed for these state holidays:**

**December 24 and 25 for Christmas**

**January 1 for New Years**

**January 15 for Lee-Jackson Day**

**January 18 for Martin Luther King, Jr. Birthday**

**16. Motion to Adjourn.**