

Town of Kilmarnock

VICE MAYOR - EMERSON GRAVATT

COUNCIL MEMBER-SHAWN DONAHUE

COUNCIL MEMBER-REBECCA TEBBS NUNN

COUNCIL MEMBER-WILLIAM L. SMITH

COUNCIL MEMBER-HOWARD R. STRAUGHAN, JR.

COUNCIL MEMBER- MAE P. UMPHLETT

MAYOR -RAYMOND C. BOOTH, JR.



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, April 15, 2013
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 Raymond C. Booth, Jr. Please join the Mayor and Council in the Pledge of Allegiance. On behalf of the Council and staff, Mayor Booth extends a warm welcome to Kilmarnock residents and guests.

2. Acceptance and Approval of the Agenda:

3. Approval of the Minutes:

- March 18, 2013 Town Council Meeting (√)
- March 27, 2013 Town Council Special Meeting (√)

4. 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.

5. Planning Commission Report: - Council member Shawn Donahue – liaison; no meeting this month.

6. Committee Reports:

A. Water and Sewer Committee: Council Member Rebecca Tebbs Nunn – Chair; Report from meeting held April 5, 2013. (√)

B. Streets, Sidewalks and Playgrounds Committee: Council Member Shawn Donahue – Chair; Report from meeting held April 4, 2013 (√)

C. Police and Public Safety Committee: Council Member Shawn Donahue – Chair; no meeting this month

D. Emergency Preparedness Committee: Council Member Mae Umphlett – Chair; report from meeting held April 9, 2013. (√)

E. Town Centre Committee: Council Member Howard Straughan – Chair; Report from meeting held April 5, 2013. (√)

F. Economic Development Committee: Vice Mayor Emerson Gravatt – Chair; Report from meeting held April 9, 2013. (√)

G. Administration and Finance Committee: Council Member William Smith – Chair; Report from meeting held February 1, 2013. (√)

Action Items:

1. Approve disbursements from March 19, 2013 through April 15, 2013. (√)

2. Appoint Mrs. Mei-Li Beane to the vacant seat on the Board of Zoning Appeals.

3. Approve a text change in the Town's Employee Manual to allow part-time employees who average 32 hours per week or more to be eligible for the health insurance benefit.

4. Submit proposed budget for upcoming fiscal year to a public work session on April 22 and an advertised public hearing and first reading at the May 20 Council meeting.

5. Enter closed session in accordance with Virginia FOIA 2.2-3711(A)(1) to discuss performance evaluations of the town manager and town attorney.

7. Old Business:

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.)

May 3, 2013 Administration and Finance Committee, 8:30AM – Town Hall

May 3, 2013 Water and Sewer Committee, 9:30 AM – Town Hall

May 2, 2013 Streets Committee, 8:30 AM – Town Hall

May 13, 2013 Police and Public Safety Committee, 3 PM – Town Hall

May 14, 2013 Town Centre Committee, 3 PM – Town Hall

May 14, 2013 Emergency Preparedness Committee, 3:30 PM – Town Hall

May 14, 2013 Economic Development Committee, 4 PM – Town Hall
Monday, April 22, Budget Work Session, 5 PM – Town Hall
Tuesday, May 14, Planning Commission, 7 PM – Town Hall
Monday, May 20, Town Council Meeting, 7 PM – Town Hall

15. Motion to Adjourn.