

# 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, July 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:**

- June 17, 2013 Town Council 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 July 3, 2013. (√)

B. Streets, Sidewalks and Playgrounds Committee: Council Member Shawn Donahue – Chair; no meeting this month.

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

D. Emergency Preparedness Committee: Council Member Mae Umphlett – Chair; no meeting this month.

E. Town Centre Committee: Council Member Howard Straughan – Chair; Report from meeting held July 3, 2013. (√)

**Action item:** Dissolve committee and distribute its remaining responsibilities to other standing committees as appropriate.

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

G. Administration and Finance Committee: Council Member Howard Straughan – Chair; Report from meeting held July 3, 2013. (√)

**Action Items:**

1. Approve disbursements from June 18, 2013 through July 15, 2013. (√)
2. Fold Town Centre and Emergency Preparedness committees into remaining five committees.
3. Add “Call the roll of Council Members” to the agenda for each meeting for the benefit of the audio recording.

**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.

August 1, 2013 Streets Committee, 8:30 AM – Town Hall

August 6, 2013 Police, and Emergency Prep Committee, 3:30 PM – Town Hall

August 6, 2013 Economic Development Committee, 4 PM – Town Hall

August 7, 2013 Administration and Finance Committee, 8:30AM – Town Hall

August 7, 2013 Water and Sewer Committee, time TBD – Town Hall

**Tuesday, August 13, Planning Commission, 6 PM – Town Hall**

**Monday, August 19, Town Council Meeting, 7 PM – Town Hall**

**15. Motion to Adjourn.**