



**TOWN OF KILMARNOCK**  
**Council Committee Notes – Administration and Finance**

**Date:** January 8, 2010 **Time:** 8:30 am **Location:** Town Hall **Chair:** Councilmember Howard Straughan **Attendees:** Councilmember Howard Straughan, Town Manager Tom Saunders

**Notes on Discussions:**

1. TM Saunders reported that efforts to hire someone to fill the vacancy at the treatment plant are nearly complete. Several candidates have been interviewed.
2. Robinson, Farmer, Cox – the Town's auditors – have finished their work and will be sending their report. Rather than have them deliver the report to Council in person, the Committee decided to give Council time to read and digest the report and then, if needed, request one of the auditors to appear at a later date to answer questions.
3. The Committee asked staff to solicit proposals from outside financial accounting or municipal financing specialists to give an independent appraisal of the Town's financial condition and revenue and expense trends as part of the pending budget cycle.
4. A proposed schedule for developing the 2010-2011 Town operating and capital budget was considered and approved.

**Recommendations to Council:**

Approve disbursements as submitted by staff. (✓)

**Recommended for further study:**

Town's financial condition and budget options.