



TOWN OF KILMARNOCK
Council Committee Notes –Admin\Finance

Date: October 7, 2011 **Time:** 8:30 AM **Location:** Town Hall

Town Council Member Attendees:

Town Staff Attendees:

X = present

Chair: Vice Mayor William Smith x
 Council Member Denis Bouslough —
 Council Member Shawn Donahue —
 Council Member Paul Jones x
 Mayor Raymond Booth (ex-officio) x

Town Manager Tom Saunders x
 Asst. TM Susan Cockrell —
 Treasurer Judy Stevens —

Visitors: Audrey Thomasson, Rappahannock Record

Notes on Discussions:

1. The committee entered a close session to discuss the possible sale or acquisition of real estate. At the end of the brief closed session those in attendance certified that they only discussed the matter described above, in accordance with FOIA rules.
2. Chairman Smith explained that our accountant recommends we designate funds received as connection fees be classified as “assigned” to Water and Sewer capital improvement projects rather than as straight operating revenue as is current practice. After considerable discussion TM Saunders offered to bring the matter back to the committee next month with more detail concerning the Town’s actual expenses in providing a connection.
3. TM Saunders reported that the FY2011 books have been officially closed and the pre-audit work has been completed. Auditors from Robinson, Farmer, Cox will be here next week. He informed the committee that the inventory of fittings and supply in the Water and Sewer department was submitted as an estimate since the materials are not sufficiently well organized to permit an accurate inventory. Staff is in the process of organizing and cleaning up the situation.
4. After some discussion the committee instructed TM Saunders to proceed with collection actions concerning the remaining delinquent BPOL accounts.
5. There was some discussion of the proposal to give Rappahannock Community College some money to help it bring its Kilmarnock Center on line by January. Mayor Booth reported that the citizens with whom he has discussed to proposal are largely against making the full \$82,000 contribution. Councilmember Jones said he hadn’t spoken with many people about it but the ones he had were against the full amount.

FYI Only:

Recommendations to Council:

Action item(s): none

Recommended for further study: none