



TOWN OF KILMARNOCK
Council Committee Notes –Admin\Finance

Date: November 4, 2011 **Time:** 8:30 AM **Location:** Town Hall

Town Council Member Attendees:

X = present

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

Town Staff Attendees:

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

Visitors: Audrey Thomason, Rappahannock Record

Notes on Discussions:

1. The committee reviewed our accounting service’s suggestion to commit water/sewer connection fees to capital accounts via formal motion. Connection fees’ purpose are to offset future capital needs; today these funds are held in the General Revenue accounts of the Water & Sewer Funds. The committee determined to keep the funds in the General Revenue accounts for the Water & Sewer system.
2. The committee discussed the capital budget implications of two Water/Sewer requests: security fencing around Radio Well site (\$7K - \$10K) and a larger generator for Wiggins Avenue generator (\$25K). The Radio well is the only site on our water\sewer system not fenced and could be a security risk. The Wiggins Avenue generator needs to be larger to accommodate both pumps running at that location. Both issues were identified during Hurricane Irene. The committee took no action and agreed to review again during December’s meeting.
3. The committee discussed potential adjustments to our reserve account characterization, per GASB rules. This will have further clarification and direction when the auditor’s comments on fiscal 2011 are completed.
4. The committee was made aware of Governor McDonnell’s “Local Government Mandate Review” and will be drafting a Kilmarnock response.
5. An update was given on delinquent BPOL tax accounts for which judgments have been sought.
6. Staff notified the committee of Leland Corporation’s request for payment of connection fees as per their agreement with the Town.
7. Staff updated the committee on potential changes to how eminent domain is utilized. A constitutional amendment is underway in the General Assembly.
8. The committee recommended a formal holiday party for Town Council members, Planning Commission members, BZA members, invited guests and employees including spouses with a budgetary amount of \$2000. It is desired to have this event with an “in-town” business.

FYI: none

Recommendations to Council:

Action item(s):

- Authorize staff to pursue planning a holiday party for officials, guests and staff, budgeting \$2000.

Recommended for further study: none