



## **TOWN OF KILMARNOCK**

### **Council Committee Notes – Administration and Finance**

**Date:** March 5, 2010 **Time:** 8:30 am **Location:** Town Hall **Chair:** Councilmember Howard Straughan **Attendees:** Councilmembers Howard Straughan and Paul Jones, Town Manager Tom Saunders, Community Development Strategist Susan Cockrell, Town Planner Marshall Sebra

#### **Notes on Discussions:**

1. Susan Cockrell gave the Committee the final version of the new local Chamber of Commerce membership schedule. After discussion the Committee expressed its opinion that Kilmarnock benefits so much from local business activity that it should take a leadership position and participate at the highest level of membership, which is \$2500 per year. Since the Town has already paid basic dues of \$100 this year the Committee recommends that Council approve an additional payment of \$2400 in 2010.
2. Marshall Sebra gave the Committee a presentation on the possible acquisition by the Town of property on which it could operate a nature trail for public use. The Committee found the possibility to be very positive.
3. Tom Saunders reported that Marshall Sebra will be away from the office three days next week to attend code enforcement training in northern Virginia.
4. Tom Saunders reported that he and Jackie Blencowe are researching new ways to print and mail water bills since post office equipment is now tearing up the perforated post cards that have been used up until now.
5. Tom Saunders distributed a proposal from Wells Fargo Financial Advisors for investing the Town's reserve funds in a way that might provide more income for the town while still remaining very secure.

#### **Recommendations to Council:**

**Action item 1.** Approve disbursements as submitted by staff. (√)

**Action item 2.** Increase the Town's membership participation in the Lancaster By-the-Bay Chamber of Commerce to the highest level by paying additional dues in the amount of \$2400.

#### **Recommended for further study:**

2010/2011 operations and capital budgets  
Reserve funds investment options